

**PLUMAS LAFCo**  
**REGULAR MEETING AGENDA**

**MONDAY June 13, 2022**

**10:00 AM**

BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE

520 Main Street  
QUINCY, CALIFORNIA

**Website: [www.plumaslafco.org](http://www.plumaslafco.org)**

**ZOOM Participation**

*You may also use your computer or smart device to watch the video conference and make comments by downloading the Zoom ICloud Conference app or on the Zoom website, or you may dial in with your phone for audio only. See below for instructions on how to join.*

The LAFCO meeting is accessible for public comment via live streaming at:  
<https://us02web.zoom.us/j/84740785845?pwd=VjAvVmhmRY3ZZL2d6aHVuYyt0TkpmZ09>

or by phone at:

Phone Number 1-669-900-9128

Meeting ID: 847 4078 5845

Passcode: 239354

If you have any problems joining the meeting, please call LAFCo at (530)283-7069.

This meeting is being agendized to allow staff and the public to participate via teleconference or other electronic means pursuant to the Governor's Executive Orders N-25-20 & N-29-20 and dated March 12 & 17, 2020 and Pumas LAFCo Resolutions 2021-0006 and 2021-0007. These Executive Orders authorize local legislative bodies to hold a public meeting via teleconference and to make public meetings accessible telephonically to all members of the public and staff in effort to observe social distancing recommendations in effect for the entire country.

**(All meeting materials are available on LAFCo's Website: [www.plumaslafco.org](http://www.plumaslafco.org))**

Commissioners:

Kevin Goss, County Member, Chair  
Tom Cooley, City Member, Vice Chair  
Bill Powers, City Member  
Sherrie Thrall, County Member  
Matthew Haesche, Public Member  
Terry Swofford, Public Member Alt.  
Jeff Engel, County Member Alt.  
Pat Morton, City Member Alt.

Staff:

Jennifer Stephenson, Executive Officer  
Cheryl Kolb, Clerk  
P. Scott Browne, Counsel

**MEETING - CONVENES AT 10:00 A.M.**

**1. CALL TO ORDER: Pledge of Allegiance and Roll Call**

**2. Approval of Agenda (additions or deletions)**

**3. Correspondence:**

**4. CONSENT ITEM (S)**

*a) Approval of the April 11, 2022 LAFCo minutes*

**5. Public Comment**

*Members of the public are invited to address the Commission on any matter of interest to the public that is not on the agenda for a period of time not exceeding 5 minutes. Pursuant to the Brown Act, the Commission cannot take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting.*

**6. Authorize payment of Claims for March 2022 and transfer to Reserve Fund**

*a) Authorize payment of claims April and May 2022.*

*b) Authorize reallocation of \$1,000 from Contingency Fund to Office Expenses to replace LAFCo computer.*

## **PUBLIC HEARINGS and ACTION ITEMS:**

- 7. Review conditions regarding Resolutions 2021-0006 and 2021-0007**
  - a) Provide direction to continue or repeal authorization pursuant to AB 361 to hold remote teleconference meetings of Plumas LAFCo.
- 8. Reclassify Commissioners as Employees**
  - a) *Review Executive Officer's report.*
  - b) *Consider Resolution 2022-0002 establishing Commission as employees.*
- 9. Public Hearing regarding the Final 2022-2023 LAFCo Budget**
  - a) *Review Executive Officer's report.*
  - b) *Conduct public hearing and consider LAFCo Resolution 2022-0005 adopting a Final LAFCo Budget for Fiscal Year 2022-2023.*
- 10. Initiate Consolidation of Quincy LaPorte Cemetery District and Meadow Valley Cemetery District**
  - a) *Receive Executive Officer's report*
  - b) *Consider LAFCo Resolution 2022-0006 initiating consolidation of the two cemetery districts.*
- 11. Initiate Consolidation of Mohawk Valley Cemetery District and Cromberg Cemetery District**
  - a) *Receive Executive Officer's report*
  - b) *Consider LAFCo Resolution 2022-0007 initiating consolidation of the two cemetery districts.*
- 12. Initiate Consolidation of Greenville Cemetery District and Crescent Mills Cemetery District**
  - a) *Receive Executive Officer's report*
  - b) *Consider LAFCo Resolution 2022-0008 initiating consolidation of the two cemetery districts.*
- 13. CALAFCO Conference**
  - a) *Nominate a City Member or a Public Member for the CALAFCO Board of Directors.*
  - b) *Determine attendance at the CALAFCO Annual Conference in Santa Ana Oct. 19-21*
  - c) *Designate voting delegate and alternate to represent and vote on behalf of LAFCo at the Conference.*
  - d) *Authorize the expenditure of funds to attend the CALAFCO Annual Conference.*
  - e) *Consider nominations for CALAFCO Annual Achievement Awards.*

## **DISCUSSION ITEMS (no action to be taken):**

- 14. Executive Officer's Report**
  - a) *Cancellation of CalPERS Contract*
  - b) *Policies and Procedures Committee*
  - c) *CALAFCO Leg Committee*

- d) *MSR status*
- e) *Applications*
- f) *LESSG Report, Timeline, MSRs*
- g) *CALAFCO U*
- h) *CALAFCO Newsletter*

## 15. Commissioner Reports

*This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCo, and legislative matters.*

## 16. Adjourn to next regular meeting.

**LAFCo's next regular meeting to take place 10:00 am on August 8, 2022**

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

**Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority**  
**Government Code Section 56325.1**

### Accessibility

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting.

The location of this meeting is wheelchair-accessible. If other accommodations are required to assist a person with a disability to participate in the meeting, please contact the Commission Clerk 24 hours before the meeting as indicated below.

### Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Plumas LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Late-Distributed Materials. Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible in the Plumas County Planning Department office at 555 Main Street, Quincy, CA. and at the LAFCo Webpage [www.plumaslafco.org](http://www.plumaslafco.org)

Contact LAFCo Staff LAFCo staff may be contacted at 530-283-7069 or by mail at LAFCo of Plumas County, 5050 Laguna Blvd #112-711, Elk Grove, CA 95758 or by email at [jennifer@pcateam.com](mailto:jennifer@pcateam.com) or by fax at 888-501-0395.

**PLUMAS LAFCo**

**REGULAR MEETING MINUTES**

**MONDAY April 11, 2022**

**10:00 AM**

**BOARD OF SUPERVISORS CHAMBERS - PLUMAS COUNTY COURTHOUSE**

520 Main Street  
QUINCY, CALIFORNIA

**Website: [www.plumaslafco.org](http://www.plumaslafco.org)**

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or by phone at:

Phone Number 1-669-900-9128

Meeting ID: 847 4078 5845

Passcode: 239354

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Commissioners:

Kevin Goss, County Member, Chair  
Tom Cooley, City Member, Vice Chair  
Bill Powers, City Member  
Sherrie Thrall, County Member  
Matthew Haesche, Public Member  
Terry Swofford, Public Member Alt.  
Jeff Engel, County Member Alt.  
Pat Morton, City Member Alt.

Staff:

Jennifer Stephenson, Executive Officer  
John Benoit, Deputy Executive Officer  
Cheryl Kolb, Clerk  
P. Scott Browne, Counsel

**MEETING - CONVENES AT 10:00 A.M.**

**1. CALL TO ORDER: Pledge of Allegiance and Roll Call**

**Roll Call.**

**Present:** Chair Kevin Goss, County Member, Vice Chair Tom Cooley, City Member, Co. Member Sherrie Thrall, City Member Bill Powers\*, Public Member Matthew Haesche.

**Also Present:** City Member Alt. Pat Morton

**Absent:** Public Member Alt. Terry Swofford, County Member Alt. Jeff Engel.

- Bill Powers signed on via Zoom call between items 6 and 7.

**2. Approval of Agenda (additions or deletions)**

**Motion:** Approve agenda as provided, **Action:** Approve, **Moved by** Vice Chair Tom Cooley, City Member, **Seconded by** Public Member Matthew Haesche.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Kevin Goss, County Member, City Member Alt. Pat Morton, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.

**3. Correspondence:**

None

**4. CONSENT ITEM (S)**

a) Approval of the March 14, 2022 LAFCo minutes

**Motion:** Approve March 14, 2022 Minutes as provided, **Action:** Approve, **Moved by** Co. Member Sherrie Thrall, **Seconded by** Vice Chair Tom Cooley.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Kevin Goss, County Member, City Member Alt. Pat Morton, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.

**5. Public Comment**

*Members of the public are invited to address the Commission on any matter of interest to the public that is not on the agenda for a period of time not exceeding 5 minutes. Pursuant to the Brown Act, the Commission cannot take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting.*

None

6. **Authorize payment of Claims for March 2022 and transfer to Reserve Fund**

- a) *Authorize payment of claims March 2022.*
- b) *Authorize transfer of \$10,000 to Reserve Fund.*

**Motion:** *Authorize payment of claims for March 2022 and authorize the transfer of \$10,000 to the Reserve Fund, **Action:** Approve, **Moved by** Vice Chair Tom Cooley, City Member, **Seconded by** Public Member Matthew Haesche.*

**Vote:** *Motion carried by unanimous roll call vote (**summary:** Yes = 5).*

**Yes:** *Chair Kevin Goss, County Member, City Member Alt. Pat Morton, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.*

## PUBLIC HEARINGS and ACTION ITEMS:

### 7. Review conditions regarding Resolutions 2021-0006 and 2021-0007

- a) Provide direction to continue or repeal authorization pursuant to AB 361 to hold remote teleconference meetings of Plumas LAFCo.  
AB 361 sunsets in January of 2024. Ability to hold remote teleconference meetings continued for now.

### 8. Public Hearing regarding the Proposed 2022-2023 LAFCo Budget

- a) *Review Executive Officer's report.*
- b) *Provide direction to staff regarding Proposed Workplan.*  
*Tom Cooley asked about adding countywide fire services to the workplan.*
- c) *Receive update on determination of Commissioner employment status.*  
*Tom Cooley agrees with becoming employees; Sherrie Thrall asked if switching to employee status would have an impact on anything else such as social security, etc. Jennifer Stephenson has spoken with Nancy Selvage in HR and will follow up with her.*
- d) *Conduct public hearing and consider LAFCo Resolution 2022-0001 adopting a proposed LAFCo Budget for Fiscal Year 2022-2023.*  
*No public comment.*  
**Motion:** Adopt Resolution 2022-0001 adopting the proposed LAFCo Budget, **Action:** Approve, **Moved by** City Member Bill Powers, **Seconded by** Public Member Matthew Haesche.  
**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).  
**Yes:** Chair Kevin Goss, County Member, City Member Bill Powers, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.
- e) *Consider Resolution 2022-0002 establishing Commission as employees.*  
*Tabled until June meeting.*
- f) *Consider Executive Officer contract amendment.*  
**Motion:** Approve Executive Officer contract amendment, **Action:** Approve, **Moved by** Vice Chair Tom Cooley, City Member, **Seconded by** Co. Member Sherrie Thrall.  
**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).  
**Yes:** Chair Kevin Goss, County Member, City Member Bill Powers, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.
- g) *Consider Resolution 2022-0003 to direct all interest earned to the Reserve Fund Account this fiscal year and all future years.*  
**Motion:** Adopt Resolution 2022-0003 to direct all interest earned to the Reserve Fund Account this fiscal year and all future years, **Action:** Approve, **Moved by** Public Member Matthew Haesche, **Seconded by** Chair Kevin Goss, County Member.  
**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).  
**Yes:** Chair Kevin Goss, County Member, City Member Bill Powers, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.

### 9. Cemetery SOI Report

- a) *Update on cemetery district reorganization discussions*
- b) *Receive correspondence from Meadow Valley Cemetery District*  
*John from the Meadow Valley Cemetery District spoke. He and all board members will be retiring at the end of this year. He says Quincy LaPorte is not interested in a merger at this time. Greg Hagwood also spoke about the issue.*



- c) Receive Cemetery SOI Update
- d) Conduct public hearing and consider adoption of Resolution 2022-0004 amending the SOIs of Meadow Valley, Mohawk Valley, and Quincy LaPorte Cemetery Districts. No public comment.

**Motion:** Adopt Resolution 2022-0004 amending the SOIs of Meadow Valley, Mohawk Valley, and Quincy LaPorte Cemetery Districts., **Action:** Approve, **Moved by** Co. Member Sherrie Thrall, **Seconded by** Vice Chair Tom Cooley, City Member.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Kevin Goss, County Member, City Member Bill Powers, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.

- e) Provide direction to staff regarding LAFCO initiation of consolidation for 1) Meadow Valley and Quincy LaPorte Cemetery Districts, 2) Mohawk Valley and Cromberg Cemetery Districts, and 3) Greenville and Crescent Mills Cemetery Districts. Commission unanimously agreed to direct staff to start process to consider initiating consolidation at the June meeting.

#### 10. Discussion regarding potential cancellation of CalPERS contract

- a) Discuss potential cancellation of CalPERS contract
- b) Provide direction to staff  
Commission directed to staff to obtain further information and bring back for further discussion.

#### 11. Appoint Commissioners to Policies and Procedures Committee

- a) Appoint two Commissioners to Policies and Procedures Committee  
Kevin Goss and Tom Cooley volunteered.  
**Motion:** Appoint Kevin Goss and Tom Cooley as the Policies and Procedures Committee, **Action:** Approve, **Moved by** Chair Kevin Goss, County Member, **Seconded by** Vice Chair Tom Cooley, City Member.  
**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).  
**Yes:** Chair Kevin Goss, County Member, City Member Bill Powers, Co. Member Sherrie Thrall, Public Member Matthew Haesche, Vice Chair Tom Cooley, City Member.

#### 12. Discussion regarding status of Chester Public Utility District

- a) Receive update regarding status of Chester Public Utility District and options to address  
Sherrie Thrall provided an update.
- b) Direct staff regarding desired next steps  
Jennifer Stephenson directed to hold off on doing anything further at this time pending further discussions and actions. Another update will be provided at the June meeting.

#### 13. Executive Officer's Report

- a) Form 700 was due April 1, 2022
- b) John Benoit retirement and removal as Deputy Executive Officer
- c) CALAFCO Leg Committee
- d) MSR status
- e) Applications

f) *LESSG Report, Timeline, MSRs*

#### 14. Commissioner Reports

*This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCo, and legislative matters.*

*None*

#### 15. Adjourn to next regular meeting. Meeting adjourned at 11:03 a.m.

**LAFCo's next regular meeting to take place 10:00 am on June 13, 2022**

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

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**Chair:**  
Kevin Goss

**Commissioners:**  
Tom Cooley, Vice Chair  
Sherrie Thrall, County  
Matthew Haesche, Pub  
Bill Powers, City  
Jeff Engel, County Alt  
Pat Morton, Alt  
T. Swofford, Pub Alt  
**Executive Officer:**  
Jennifer Stephenson

**Clerk:**  
Cheryl Kolb



**Plumas LAFCo**

**Agenda Item #6**

*The Local Agency Formation  
Commission Serving Plumas County*

**Claim Authorization Form  
April and May 2022 Expenses**

The Local Agency Formation Commission of Plumas County hereby authorizes the payment of the following claims from the 2021-2022 budget:

<u>Date of Claim</u>	<u>Description</u>	<u>Amount</u>
April 17, 2022	Health Care-Gullixson May. 22	\$ 689.40
April 22, 2022	AT&T (Mar./Apr. 22)	\$ 69.45
May 1, 2022	Commissioner Per Diem (April 11, 2022)	\$ 600.00
May 1, 2022	Mileage (April 11, 2022)	\$ 200.54
May 1, 2022	Staff Services Apr. 22	\$ 5,476.91
May 16, 2022	Health Care-Gullixson Jun. 22	\$ 689.40
May 21, 2022	AT&T (Apr./May 22)	\$ 51.56
Jun 3, 2022	Staff Services May 22	\$ 6,557.97
TOTAL Apr/May 2022 (FY 21-22) - LAFCo expenses:		\$ 15,694.08
June 13, 2022	Transfer from Contingency to Office Expense	\$ 1,000.00

**DATED:** June 13, 2022

**APPROVED:** June 13, 2022

\_\_\_\_\_  
Kevin Goss, Chair, Plumas LAFCo

**Attest:**

\_\_\_\_\_  
Jennifer Stephenson, Executive Officer

**Invoice #PLUMAS-2022-6**  
***Policy Consulting Associates, LLC***  
39774 Via Careza  
Murrieta, CA 92563  
(310) 936-2639  
EIN #: 27-2523069

Date: June 3, 2022

Plumas LAFCO  
520 Main St  
Quincy, CA 96971

**Staff Services**

	Hours	Rate	Amount
Jennifer Stephenson, Executive Officer		\$3,500	\$3,500.00
Cheryl Kolb, Clerk (Minutes and agenda mailing) - March and April 2022		\$120.00	\$0.00
Cheryl Kolb, Clerk (Records digitization)	0.00	\$35	\$0.00
Dennis Miller, GIS	0.00	\$60	\$0.00
<b>Subtotal</b>			<b>\$3,500.00</b>

**Projects: Applications, MSRs and SOI Updates**

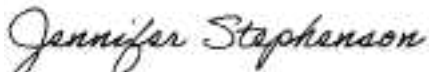
	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	33.50	\$ 90.00	\$3,015.00
Jennifer Stephenson, Applications/Projects	0.00	\$ 90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
<b>Subtotal</b>			<b>\$3,015.00</b>

**Reimbursements**

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$27.98
Office Supplies (Zoom Pro)	\$14.99
Mileage	\$0.00
Transportation and Travel	\$0.00
<b>Subtotal</b>	<b>\$42.97</b>

<b>Amount Due</b>	<b>\$6,557.97</b>
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*Please remit invoices to Policy Consulting Associates, LLC*



Jennifer Stephenson, Principal

6/3/22

Date

## Jennifer Stephenson May 2022 Timesheet

Date	Hours	Description	Special Project
5/1/22			
5/2/22	6.5	Fire MSR	X
5/3/22	3.75	Communication with County Counsel re: BFPD	
5/4/22	4.75	Presentation prep for Chester Middle School	
5/5/22	1	Presentation for Chester Middle School	
5/6/22			
5/7/22			
5/8/22	6.25	Fire MSR	X
5/9/22	6.5	Fire MSR	X
5/10/22			
5/11/22	2.5	Reaserch re workers comp	
5/12/22			
5/13/22	5.5	Correspondance with CPUD, coordination meeting re: Seneca application, correspondance with public re: rpds	
5/14/22	7.75	GRCSD MSR	X
5/15/22			
5/16/22	6.5	GRCSD MSR	X
5/17/22	5.5	Scanning and archive organization	
5/18/22			
5/19/22	1	Phone call with Graeagle CSD	
5/20/22	1	Phone call with CPUD	
5/21/22			
5/22/22			
5/23/22			
5/24/22			
5/25/22			
5/26/22			
5/27/22			
5/28/22			
5/29/22			
5/30/22			
5/31/22			

**Invoice #PLUMAS-2022-5**  
***Policy Consulting Associates, LLC***  
39774 Via Careza  
Murrieta, CA 92563  
(310) 936-2639  
EIN #: 27-2523069

Date: May 3, 2022

Plumas LAFCO  
520 Main St  
Quincy, CA 96971

**Staff Services**

	Hours	Rate	Amount
Jennifer Stephenson, Executive Officer		\$3,500	\$3,500.00
Cheryl Kolb, Clerk (Minutes and agenda mailing) - March and April 2022		\$120.00	\$240.00
Cheryl Kolb, Clerk (Records digitization)	0.00	\$35	\$0.00
Dennis Miller, GIS	0.00	\$60	\$0.00
<b>Subtotal</b>			<b>\$3,740.00</b>

**Projects: Applications, MSRs and SOI Updates**

	Hours	Rate	Amount
Jennifer Stephenson, Application/Projects	0.00	\$ 90.00	\$0.00
Jennifer Stephenson, MSR and SOI Updates - Cemeteries/Quincy FPD/FCD	18.50	\$ 90.00	\$1,665.00
Jennifer Stephenson, Applications/Projects	0.00	\$ 90.00	\$0.00
Oxana Wolfson Analyst	0.00	\$ 80.00	\$0.00
Jill Hetland, Research Assistant	0.00	\$ 45.00	\$0.00
Cheryl Kolb, Applications/Projects	0.00	\$ 35.00	\$0.00
<b>Subtotal</b>			<b>\$1,665.00</b>

**Reimbursements**

Reproduction Costs	\$0.00
Postage	\$0.00
Phone and Communications	\$27.98
Office Supplies (Zoom Pro and thumb drive)	\$43.93
Mileage	\$0.00
Transportation and Travel	\$0.00
<b>Subtotal</b>	<b>\$71.91</b>

<b>Amount Due</b>	<b>\$5,476.91</b>
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***Please remit invoices to Policy Consulting Associates, LLC***



Jennifer Stephenson, Principal

5/3/22

Date

## Jennifer Stephenson April 2022 Timesheet

Date	Hours	Description	Special Project
4/1/22	1.5	Form 700 Submittal	
4/2/22			
4/3/22	7.25	Agenda compilation	
4/4/22	10.75	Agenda compilation, communication with cemetery districts	
4/5/22	8.5	Agenda distribution, addressing phone issues, Creating plumas account with CEQA clearinghouse	
4/6/22			
4/7/22			
4/8/22			
4/9/22			
4/10/22	3.5	Meeting prep	
4/11/22	5.5	Commission meeting and prep	
4/12/22	3.75	Archive research, meeting with Portola city manager	
4/13/22	2.5	Research re: workers comp	
4/14/22			
4/15/22			
4/16/22			
4/17/22			
4/18/22	1	Communication with planning dept.	
4/19/22	7	Cemetery consolidation staff report	X
4/20/22	0.5	Correspondance re: cemeteries	
4/21/22			
4/22/22	1.5	Correspondance with Plumas Park and Rec District, MVCD, county planning	
4/23/22	4.5	Scanning and organizing archives	
4/24/22	6.25	Scanning and organizing archives	
4/25/22			
4/26/22	3.5	LESSG Meeting, correspondance with assessors office	
4/27/22	6.5	Cemetery consolidation staff report	X
4/28/22	2.5	CPUD Annexation coordination meeting, CPUD meeting with admin re: ambulance annexation	
4/29/22	1.5	Leg Committee Meeting	
4/30/22	5	Drafting public notice for cemetery c onsolidations	X

Plumas LAFCO FY 21-22 Bookkeeping

Item	Insurance	Office	Copies	Communications	Postage	Memberships	Legal Svcs	Ex. OFF. Svcs	Clerk	Publications	Travel	Mileage	MSR/SOIs	Commiss
Account Number	SDRMA	Expense									Commission			Stipends
Total Budgeted	\$2,648.06	\$ 600.00	\$ 800.00	\$ 1,100.00	\$ 300.00	\$1,754.00	\$2,000.00	\$ 42,000.00	\$ 1,120.00	\$ 800.00	\$ 5,000.00	\$ 1,500.00	\$ 26,000.00	\$ 4,800.00
SDRMA Insurance 21-22	(\$2,648)													
CALAFCO Membership 21-22						\$ (1,254.00)								
AT&T (Jul 21)				\$ (112.33)										
Healthcare Gullixson July 21														
Healthcare Gullixson Aug 21														
CalPERS GASB Reports														
CalPERS Unfunded Liability (21-22)														
Staff Services (Jul 21)			\$ (64.94)	\$ (42.97)	\$ (5.40)			\$ (3,500.00)	\$ (172.50)				\$ (1,665.00)	
Healthcare Gullixson Sep 21														
Healthcare Gullixson Oct 21														
AT&T (Aug 21)				\$ (56.25)										
Staff Services (Aug 21)		\$ (21.64)		\$ (42.97)				\$ (3,500.00)						
Staff Services (Sep 21)				\$ (42.97)				\$ (3,500.00)					\$ (1,395.00)	
Commissioner per diem (Jul 18)														\$ (600.00)
Commission Mileage (July 21)												\$ (111.09)		
Healthcare Gullixson Nov 21														
AT&T (Sept/Oct 21)				\$ (58.22)										
Commissioner per diem (Oct 18)														\$ (600.00)
Commission Mileage (Oct 21)												\$ (73.47)		
Staff Services (Oct 21)			\$ (149.86)	\$ (42.97)	\$ (52.63)			\$ (3,500.00)	\$ (172.50)				\$ (1,125.00)	
CSDA Membership						\$ (500.00)								
Healthcare Gullixson Dec 21														
AT&T (Oct/Nov 21)				\$ (56.51)										
Staff Services (Nov. 21)				\$ (42.97)				\$ (3,500.00)	\$ (120.00)				\$ (1,897.50)	
Healthcare Gullixson Jan 22														
Healthcare Gullixson Feb 22														
Healthcare Gullixson Mar 22														
Commissioner per diem (Nov 8)														\$ (700.00)
County staff services (July 21 - Jan 22)														
AT&T (Nov./Dec 21)				\$ (57.11)										
AT&T (Dec./Jan. 22)				\$ (78.94)										
AT&T (Jan./Feb. 22)				\$ (78.94)										
Staff Services (Dec. 21)				\$ (42.97)				\$ (3,500.00)	\$ (120.00)				\$ (2,115.00)	
Staff Services (Jan. 22)				\$ (42.97)				\$ (3,500.00)					\$ (1,125.00)	
Staff Services (Feb. 22)				\$ (42.97)				\$ (3,500.00)					\$ (2,385.00)	
Staff Services (Mar. 22)				\$ (42.97)				\$ (3,500.00)					\$ (2,362.50)	
AT&T (Feb./Mar. 22)				\$ (69.15)										
Healthcare Gullixson Apr. 22														
Commissioner per diem (Dec. 13 / Mar. 14)														\$ (1,000.00)
Healthcare Gullixson May. 22														
Healthcare Gullixson Jun. 22														
AT&T (Mar./Apr. 22)				\$ (69.45)										
AT&T (Apr./May. 22)				\$ (51.56)										
Commissioner per diem (Apr 11)														\$ (600.00)
Comissioner Mileage (Apr 22)												\$ (200.54)		
Staff Services (Apr 22)		\$ (28.94)		\$ (42.97)				\$ (3,500.00)	\$ (240.00)				\$ (1,665.00)	
Staff Services (May 22)				\$ (42.97)				\$ (3,500.00)					\$ (3,015.00)	
TOTAL EXPENDED	(\$2,648)	(\$50.58)	(\$214.80)	(\$1,161.13)	(\$58.03)	(\$1,754)	\$0	(\$38,500)	(\$825)	\$0	\$0	(\$385)	(\$18,750)	(\$3,500)
TOTAL REMAINING	\$ -	\$ 549.42	\$ 585.20	\$ (61.13)	\$ 241.97	\$ -	\$ 2,000.00	\$ 3,500.00	\$ 295.00	\$ 800.00	\$ 5,000.00	\$ 1,114.90	\$ 7,250.00	\$ 1,300.00



Item	File Management	County	Health	CalPERS	Agency	TOTAL
Account Number		Contract	Insurance	Unfunded	Training	BUDGET
<b>Total Budgeted</b>	<b>\$ 3,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 7,800.00</b>	<b>\$ 177.00</b>	<b>\$ -</b>	<b>\$ 102,399.06</b>
SDRMA Insurance 21-22						\$ (2,648.06)
CALAFCO Membership 21-22						\$ (1,254.00)
AT&T (Jul 21)						\$ (112.33)
Healthcare Gullixson July 21			\$ (631.63)			\$ (631.63)
Healthcare Gullixson Aug 21			\$ (631.70)			\$ (631.70)
CalPERS GASB Reports				\$ (350.00)		\$ (350.00)
CalPERS Unfunded Liability (21-22)				\$ (177.00)		\$ (177.00)
Staff Services (Jul 21)						\$ (5,450.81)
Healthcare Gullixson Sep 21			\$ (631.70)			\$ (631.70)
Healthcare Gullixson Oct 21			\$ (631.70)			\$ (631.70)
AT&T (Aug 21)						\$ (56.25)
Staff Services (Aug 21)	\$ (192.50)					\$ (3,757.11)
Staff Services (Sep 21)	\$ (52.50)					\$ (4,990.47)
Commissioner per diem (Jul 18)						\$ (600.00)
Commission Mileage (July 21)						\$ (111.09)
Healthcare Gullixson Nov 21			\$ (631.70)			\$ (631.70)
AT&T (Sept/Oct 21)						\$ (58.22)
Commissioner per diem (Oct 18)						\$ (600.00)
Commission Mileage (Oct 21)						\$ (73.47)
Staff Services (Oct 21)						\$ (5,042.96)
CSDA Membership						\$ (500.00)
Healthcare Gullixson Dec 21			\$ (631.70)			\$ (631.70)
AT&T (Oct/Nov 21)						\$ (56.51)
Staff Services (Nov. 21)						\$ (5,560.47)
Healthcare Gullixson Jan 22			\$ (689.40)			\$ (689.40)
Healthcare Gullixson Feb 22			\$ (689.40)			\$ (689.40)
Healthcare Gullixson Mar 22			\$ (689.40)			\$ (689.40)
Commissioner per diem (Nov 8)						\$ (700.00)
County staff services (July 21 - Jan 22)		\$ (509.20)				\$ (509.20)
AT&T (Nov./Dec 21)						\$ (57.11)
AT&T (Dec./Jan. 22)						\$ (78.94)
AT&T (Jan./Feb. 22)						\$ (78.94)
Staff Services (Dec. 21)						\$ (5,777.97)
Staff Services (Jan. 22)						\$ (4,667.97)
Staff Services (Feb. 22)						\$ (5,927.97)
Staff Services (Mar. 22)						\$ (5,905.47)
AT&T (Feb./Mar. 22)						\$ (69.15)
Healthcare Gullixson Apr. 22			\$ (689.40)			\$ (689.40)
Commissioner per diem (Dec. 13 / Mar. 14)						\$ (1,000.00)
Healthcare Gullixson May. 22			\$ (689.40)			\$ (689.40)
Healthcare Gullixson Jun. 22			\$ (689.40)			\$ (689.40)
AT&T (Mar./Apr. 22)						\$ (69.45)
AT&T (Apr./May. 22)						\$ (51.56)
Commissioner per diem (Apr 11)						\$ (600.00)
Commissioner Mileage (Apr 22)						\$ (200.54)
Staff Services (Apr 22)						\$ (5,476.91)
Staff Services (May 22)						\$ (6,557.97)
						\$ -
						\$ -
						\$ -
						\$ -
TOTAL EXPENDED	(\$245)	(\$509)	(\$7,927)	(\$527)	\$0	(\$77,054.43)
TOTAL REMAINING	\$ 2,755.00	\$ 490.80	\$ (126.53)	\$ (350.00)	\$ -	\$ 25,344.63

**Plumas LAFCo**

**EXECUTIVE OFFICER'S REPORT**

**MEETING DATE:** June 13, 2022

**TO:** LAFCO Commissioners

**FROM:** Jennifer Stephenson, Executive Officer

**SUBJECT:** Employment Status of Commissioners

**EXECUTIVE OFFICER'S RECOMMENDATION:** Adopt the attached resolution (Resolution 2022-0002) approving the classification of Plumas LAFCo Commissioners as employees. Direct staff to seek worker's compensation insurance coverage with the State Compensation Insurance Fund.

For FY 17-18, the Commission voted to suspend the \$100 stipend per LAFCo meeting for the year and place those funds in the reserve fund. The Commission voted to continue this suspension in FY 18-19 and FY 19-20, and again in FY 20-21 continued this suspension for only the County and City Commission members and reinstating the stipend for the Public Member and Public Member Alternate positions. In FY 21-22, the stipend was reinstated for all Commissioners.

In 2017, the Commissioner passed Resolution 2017-0008 classifying Commissioners as independent contractors and repealing Resolution 2006-0006, which had previously classified Commissioners as employees.

In February 2022, the State Social Security Administration informed Plumas LAFCo that by legal standards the State Social Security Administration and the Internal Revenue Service consider the Commissioners to be employees and require that W-2s are issued to each Commissioner and the required social security and Medicare payments are made. If the Commission chooses to continue to receive the stipend, then it is recommended that Resolution 2022-0002 be adopted once again establishing Commissioners as employees.

The County has indicated that it has the capability to process the stipend payments as well as required social security and Medicare payments and issue the required W-2 for each Commissioner. The employer share of social security and Medicare is 7.65 percent, which equates to \$367.20 total for the year.

All California employers must provide workers compensation benefits to their employees under California Labor Code Section 3700. If a business employs one or more employees, regardless of hours worked, the business must provide workers compensation coverage for each of those employees. Consequently, if the Commissioners are classified as employees, workers compensation insurance will be required. While no definitive statement was made, it was the consensus of Portola city staff, counsel, and insurance carrier, as well as County staff, that the respective workers

compensation insurance would cover their respective appointed representatives that are seated on LAFCo. Consequently, workers compensation would only be necessary to cover the Public Member and Alternate Public Member.

Staff sought initial estimates from the current liability insurance carrier (SDRMA) and the State Compensation Insurance Fund, based on acquiring insurance for the two Public Member Commissioners. These estimates are initial and may be adjusted with further detail. SDRMA indicated that with a multiple policy discount, workers compensation coverage would be about \$1,050. The State Compensation Insurance Fund estimated that workers compensation coverage would be about \$555.

In total, it is estimated that classifying Commissioners as employees will impact LAFCo's budget by \$922 in FY 22-23, equating to an addition \$461 per paying member.

**Recommendation:**

- a. Adopt LAFCO Resolution 2022-0002 classifying Commissioners as employees.
- b. Direct staff to apply for worker's compensation insurance with the State Compensation Insurance Fund.

Attachments:

Resolution 2022-0002, Classifying Plumas LAFCo Commissioners as employees

**Resolution 2022-0002**  
**of the**  
**Plumas Local Agency Formation Commission**

*A Resolution thereby Repealing Resolution 2017-0008, a resolution of the Plumas Local Agency Formation Commission Making Determinations that the Commissioners of Plumas LAFCo are Independent Contractors and Making Determinations that Commissioners of Plumas LAFCo are to be considered Employees.*

**WHEREAS**, Plumas LAFCO is a public agency duly organized and existing under the laws of the State of California; and

**WHEREAS**, the Plumas LAFCo's Bylaws state Commissioner members and alternate Commissioners will be reimbursed consistent with an amount as determined from time to time by the Commission, for reasonable and necessary expenses incurred for meeting expenses; and

**WHEREAS**, each member and alternate member in attendance at any Commission meeting shall receive a \$100.00 stipend per meeting and a mileage rate as established by the Internal Revenue Service, as established by Resolution 2001-0007 adopted on October 22, 2001; and

**WHEREAS**, the Commission adopted Resolution 2006-0016, a resolution of the Plumas Local Agency Formation Commission Making Determinations that the Commissioners of Plumas LAFCo are Employees; and

**WHEREAS**, the Commission subsequently adopted Resolution 2017-0008, a resolution of the Plumas Local Agency Formation Commission repealing 2006-0016 and Making Determinations that the Commissioners of Plumas LAFCo are Independent Contractors; and

**WHEREAS**, the State Social Security Administrator informed Plumas LAFCo on January 21, 2022 that by State Social Security Administrator and Internal Revenue Service standards, the Commissioners are classified as employees for which social security and medicare contributions are required; and

**NOW THEREFORE**, the Plumas Local Agency Formation Commission repeals Resolution 2017-0008 and orders the following, commencing immediately:

1. Acting Commissioners appointed by the Board of Supervisors the City, and the Commission, as well as their alternates, are hereby classified as Part Time/Non-Permanent Employees.
2. As Part-Time/Non-Permanent Employees, Commissioner per diem, mileage, and reimbursement shall be taxed and paid pursuant to the terms of the County of Plumas and federal and state government.

3. Commissioners are eligible for per diem, as set by the Commission, for each day that they are acting on Commission business. Commissioners are also eligible for reimbursement of mileage in an amount pursuant to rate as set by the Internal Revenue Service. Further, Commissioners are eligible for reimbursement of room, actual meals, and transportation, as identified in the adopted Bylaws, to and from Commission-approved LAFCo events.
4. Should any previously adopted bylaw, policy or resolution conflict with this resolution that bylaw, policy or resolution (or portion thereof) shall be repealed in favor of this resolution.

**PASSED AND ADOPTED** by the Plumas Local Agency Formation Commission at a regular meeting of said Commission held on June 13, 2022 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 13th day of June 2022

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Kevin Goss, Chair  
Plumas LAFCO

Attest:

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Jennifer Stephenson, Executive Officer  
Plumas LAFCO

**Plumas LAFCo**  
**EXECUTIVE OFFICER'S REPORT**

**MEETING DATE:** June 13, 2022

**TO:** LAFCO Commissioners

**FROM:** Jennifer Stephenson, Executive Officer

**SUBJECT:** FINAL Budget for the 2022-2023 Fiscal Year

**EXECUTIVE OFFICER'S RECOMMENDATION:** Review the proposed FINAL budget for the 2022-2023 Fiscal Year, amend as necessary, adopt the FINAL budget, and adopt the attached resolution (Resolution 2022-0005) approving the FINAL budget.

Attached is the proposed FINAL budget for Plumas LAFCO. The overall goal of this budget is to conduct LAFCO business in a proactive and sustainable manner involving the community while meeting the overall requirements of the Cortese-Knox-Hertzberg Act in the most economical manner.

The Budget Justification report prepared for the April 11, 2022 meeting discusses the justification for various expenditure items in the Proposed Budget. The Proposed FINAL budget is generally the same as the April 2022 adopted Proposed Budget, with the following exceptions:

- The proposed budget excluded the amount necessary to address any required payments for social security and medicare for Commissioners in 2019, 2020, and 2021. It is unknown the exact amount that will be necessary, but because until recently the meeting stipend had been suspended, it is estimated that the payment will be less than \$1,000. In order to ensure that adequate funds are available should there be unforeseen penalties, it is recommended that an additional \$2,000 be budgeted as part of the Commissioner Stipends.
- Plumas LAFCo will be required to maintain worker's compensation insurance will, should the Commissioners be reclassified as employees. Based on initial estimates, the coverage would be a minimum of \$555 with the State Compensation Insurance Fund. In total, it is recommended that \$3,699 be budgeted for liability insurance and worker's compensation insurance.
- Fortunately, the roll-over fund balance is anticipated to be greater than originally projected and will be approximately \$19,000.
- As a result of these adjustments, contributions by the City and County will be higher at \$49,464 each, compared to the \$48,686.60 originally proposed.

## **SUMMARY OF EXPENSES:**

Commissioner Stipends In past years, \$4,800 has been budgeted for this item. This figure assumes up to six meetings of the Commission during the fiscal year. For FY 17-18, the Commission voted to suspend the stipend for the year and place those funds in the reserve fund. The Commission voted to continue this suspension in FY 18-19 and FY 19-20, and again in FY 20-21 continued this suspension for only the County and City Commission members and reinstating the stipend for the Public Member and Public Member Alternate positions. In FY 21-22, the stipend was reinstated for all Commissioners. The proposed budget includes stipends for all members as well as \$2,000 for outstanding payments for social security and Medicare for 2019, 2020, 2021, and 2022.

Liability and Worker's Compensation Insurance SDRMA is raising rates up to \$3,144. Additionally, should the Commissioners be classified as employees then Worker's Compensation insurance will be required. Based on initial cost estimates, \$555 appears to be the minimum cost for Plumas LAFCo. In total, \$3,699 is budgeted for this item.

Memberships The Commission recommended in its proposed budget \$1,815.00 for CALAFCO and CSDA dues to reflect the nominal increase in dues.

Office Expense -Printing The budget allocated for printing purposes of special reports and agenda packets is \$400.

Office Expense – Postage The budget allocated for mailing of special reports, agenda packets, and communications with agencies is \$150.

Communications With the implementation of phone and (800) line changes, it is recommended that the communications budget be reduced from \$1,100 to \$500.

Office Expense – Board Room Rental/Office Supplies This item covers office supply purchases. \$750 has been budgeted for this item in the upcoming fiscal year to account for the increase in costs associated with a cloud storage system for digital archives.

Legal Services The Commission recommended in its proposed budget \$2,000 for this item, which includes miscellaneous general legal services. Legal services related to project processing will be billed to applicants.

LAFCo Staff Services The Commission recommended in its proposed budget \$45,000 for General Executive Officer services and \$1,120 for LAFCO Clerk Services for taking and transcribing meeting minutes and mailing of agenda packages.

Legal Notices/Publications The Commission recommended in its proposed budget \$800.00 for legal notices. Given the cost of increased legal advertising and the projected workload this amount remains reasonable.

Personal Mileage This item remains \$1,500.00 for mileage costs for projects and for commissioners to attend LAFCO meetings.

Transportation and Travel The Commission recommended in its proposed budget \$5,000, which should be sufficient to cover staff participation in the CALAFCO Staff Workshop and for two Commissioners and staff to attend the CALAFCO Conference. This year's Annual CALAFCO Conference is on October 19 - October 21 in Newport Beach for Commissioners.

Special Projects/MSRs These are funded at \$25,000. This amount will be used to supplement application fees for fire reorganization considered in the region of Eastern Plumas, continue assistance with cemetery district reorganization, and initiate a countywide fire service data collection and MSR.

County Contract and Misc Services This item includes funds for financial management and is budgeted for \$1,000 and incidental costs.

Health Insurance – Gullixson This item is funded at \$8,500 to pay for previously authorized costs to pay for the former Executive Officer's health insurance in retirement.

Unfunded PERS Liability This item is funded at \$527 to pay the minimum annual payment of \$177 for the remaining unfunded liability after payoff of \$1,585 and \$350 for the required GASB payment.

File Scanning and Management Over the last three years, LAFCo staff has worked on setting up a system for file digitization. This year it is recommended that \$3,000 be budgeted to continue scanning into an electronic format and managing the LAFCo files.

Contingency The Commission recommended in its proposed budget a contingency of \$5,000.

Reserve Fund: The Commission has chosen to work on developing a reserve and adopted a reserve fund policy of \$100,000 in its Policies and Procedures in 2019. At present, the Reserve Fund balance is \$63,987. The Final Budget allocates \$10,000 towards the reserve fund.

## SUMMARY OF ANTICIPATED REVENUE

\$5,000 of Anticipated Fee Deposits for LAFCO project processing is included in this budget.

## CARRYOVER

This year it was thought LAFCO would expend most of its entire budget. However, due to savings resulting from the pandemic and limited activity and travel, the carryover is higher than anticipated. Therefore, there will be an anticipated carryover of \$19,000, all of which is to be re-budgeted in FY 22-23 to lessen the burden on the financing agencies.

## CITY/COUNTY SHARE OF THE COSTS OF LAFCO

The City/County Share of LAFCO is \$49,464.10 for the City and \$49,464.10 for the County.



**Recommendation:**

- a. Review, discuss, and consider the 2022-2023 Final Budget. A budget justification report for FY 2022-2023 was prepared by staff prior to the adopted proposed budget.
- b. Adopt LAFCO Resolution 2022-0005 approving a final budget.

**Attachments:**

Resolution 2022-0005, Adopting the FINAL 2022-2023 LAFCO Budget

**Resolution 2022-0005**  
**of the**  
**PLUMAS Local Agency Formation**  
**Commission**

*Resolution of the Plumas Local Agency Formation Commission*

*Adopting a Final Budget for 2022-2023*

WHEREAS, Plumas LAFCO is required by Government Code Section 56381(a) to adopt annually, following a noticed public hearing, a proposed budget by May 1<sup>st</sup> and a final budget by June 15<sup>th</sup>; and,

WHEREAS, the Commission has prepared a final budget for public review; and,

WHEREAS, the Executive Officer has given notice of hearing in the form and manner specified by law for adoption of both the proposed and final budget and upon the date, time and place specified in said notice of hearing, the Commission heard, discussed and considered all oral and written testimony submitted including, but not limited to, the approved budget priorities for Fiscal Year 2021-2022 and the Executive Officer's report and recommendations; and

WHEREAS, the Commission has considered the attached Final Budget in light of the requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000;

NOW THEREFORE, the Plumas Local Agency Formation Commission does hereby determine, resolve, and order the following:

1. That Plumas LAFCO hereby adopts the attached Exhibit "A" final 2022-2023 budget.
2. Directs the Executive Officer to transmit the final budget to the Auditor and all parties specified in Government Code Section 56381 (a) as promptly as possible.
3. The Commission hereby requests the Auditor to collect the funds in accordance with Government Code Section 56381 (c). In the event of non-payment of LAFCO funds by any agency subject to LAFCO's apportionment, the Commission hereby requests and authorizes the Auditor to collect the funds from property tax revenues or any other revenue source and deposit the funds into the LAFCO account.

PASSED AND ADOPTED by the Plumas Local Agency Formation Commission at a regular meeting of said Commission held on June 13, 2022 by the following roll call vote:

AYES: -

NOES: -

ABSTAINS: -

ABSENT: -

Signed and approved by me after its passage this 13th day of June 2022.

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Kevin Goss, Chair  
Plumas LAFCO

Attest:

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Jennifer Stephenson, Executive Officer  
Plumas LAFCO

OBJECT LEVEL/ACCOUNT	FY 2020-2021	FY 2021-2022	FY 2021-2022	FY 2022-2023	
	FINAL BUDGET	FINAL BUDGET	AS OF 6/7/2022	PROPOSED BUDGET	
<b>EXPENDITURES*</b>					<b>NOTES</b>
Commissioner Stipends					If stipend is continued with employee status. Plus employer share of social security and medicare of 7.65%. Additional \$2,000 added to pay for back payments for 2019-2022 for social security and medicare.
	\$1,200.00	\$4,800.00	\$3,500.00	\$7,167.20	
Liability Insurance and Workers Comp Insurance	\$2,398.00	\$2,648.06	\$2,648.06	\$3,699.00	Based on maximum estimate received from SDRMA and minimum rate for Workers Comp coverage of \$555 from the State Compensation Insurance Fund.
Memberships	\$1,767.00	\$1,754.00	\$1,754.00	\$1,815.00	CALAFCO dues increased according to CPI of 4.9% from \$1254 to \$1,315, \$500 CSDA membership.
Office Expense – Printing	\$800.00	\$800.00	\$214.80	\$400.00	A majority attributed to agenda packet printing. Because Commissioners are not receiving printed agendas, this cost is greatly reduced.
Postage	\$300.00	\$300.00	\$58.03	\$150.00	Same as printing.
Communications	\$900.00	\$1,100.00	\$1,161.13	\$500.00	Moving phone number to County system. Exact cost is unknown but will be lower than current AT&T costs at \$75 per month. Estimate based on \$25 per month. Anticipate continuing Zoom services at \$14.99 per month and discontinuing 800 number if contract is amended.
Office expenses/Board Room rental/general	\$300.00	\$600.00	\$500.58	\$750.00	Online Cloud services \$450 plus \$300 for incidentals
Professional Svcs. – Legal Counsel	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	Could be more if the Commission desires to seek a reconsideration regarding employment status from IRS.
Professional Svcs. – LAFCo Staff	\$43,000.00	\$42,000.00	\$38,500.00	\$45,000.00	\$3750 per month with contract amendment. No anticipated Deputy EO time.
LAFCo Clerk Costs	\$1,120.00	\$1,120.00	\$825.00	\$1,120.00	\$120 per meeting, plus \$400 for clerk services.
Publications/Legal Notices	\$1,000.00	\$800.00	\$0.00	\$800.00	While some portion is related to projects with associated fee deposits, it is good to have some extra for unanticipated costs such as in FY18-19. Additionally, there will be associated costs should LAFCO initiate reorganizations. However, without local newspapers in print, publication costs have greatly reduced.
Personal Mileage - Commissioners	\$1,500.00	\$1,500.00	\$385.54	\$1,500.00	It is anticipated that meetings will go back to in person where Commissioners will be driving.
Transportation & Travel (Special)	\$3,000.00	\$5,000.00	\$0.00	\$5,000.00	Conference for 2 Commissioners and 1 staff, Staff workshop for staff. Conference in Newport Beach Oct 19 - Oct 21.
MSR/SOI Updates/Special Projects	\$24,000.00	\$26,000.00	\$18,750.00	\$25,000.00	Work plan - Supplement fire reorganization efforts, continued support of cemetery district reorganization, perhaps a countywide fire MSR to consider fire reorganization options.
County Contract and Misc. Services	\$1,300.00	\$1,000.00	\$509.00	\$1,000.00	For accounting with County. Depends on amount of time spent, which could fluctuate, but has consistently been below \$1,000.
Health Insurance-Gullixson	\$8,000.00	\$7,800.00	\$7,927.00	\$8,500.00	Payments went from 631.63 to 689.40 this year. Future changes are unpredictable. Recommend slight increase from current years rate.
PERS Unfunded Liability	\$6,804.00	\$177.00	\$527.00	\$527.00	Minimum \$350 payment for GASB payment and \$177 required payment last year. May change with updated actuarial report in June.
LAFCo File Management - Scanning	\$3,700.00	\$3,000.00	\$245.00	\$3,000.00	
Agency Training	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Services &amp; Supplies</b>	<b>\$103,089.00</b>	<b>\$102,399.06</b>	<b>\$77,505.14</b>	<b>\$107,928.20</b>	
<b>RESERVE FUND</b>	<b>\$7,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	Adopted policy in Bylaws to maintain a \$100,000 reserve fund. Current balance is \$63,987.13.
<b>CONTINGENCY</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$1,000.00</b>	<b>\$5,000.00</b>	Continued concerns regarding current LAFCo computer.
<b>TOTAL LAFCO BUDGET</b>	<b>\$115,089.00</b>	<b>\$117,399.06</b>	<b>\$88,505.14</b>	<b>\$122,928.20</b>	
<b>REVENUES AND DEPOSITS</b>					
Anticipated Cash Balance as of July 1st	-\$14,000.00	-\$18,000.00	\$19,000.00	-\$19,000.00	
ANTIC FEE DEPOSIT LIABILITIES	-\$5,000.00	-\$5,000.00	\$3,411.62	-\$5,000.00	While many applications are anticipated. The specific number in this FY cannot be predicted. Additionally, generally doesn't fund operations, just covers costs associated with applications.
Interest	\$0.00	\$0.00	\$77.64	\$0.00	Interest is directed to Reserve Fund. Does not contribute to operating budget. County has confirmed that interest will post to Reserve Account.
City Share – LAFCo Cost	\$48,044.50	\$47,199.53		\$49,464.10	
County Share – LAFCo Cost	\$48,044.50	\$47,199.53		\$49,464.10	
<b>Total Due from Other Gov'ts.</b>	<b>\$96,089.00</b>	<b>\$94,399.06</b>		<b>\$98,928.20</b>	

**Plumas LAFCo**

**STAFF REPORT**

**MEETING DATE:** June 13, 2022

**TO:** LAFCo Commissioners

**FROM:** Jennifer Stephenson, Executive Officer

**SUBJECT:** Initiation of Consolidation of Cemetery Districts

There are nine cemetery districts that serve Plumas County. In the 2019 Cemetery District Sphere of Influence Study and the 2022 Cemetery District Sphere of Influence Study, Crescent Mills Cemetery District, Cromberg Cemetery District and Meadow Valley Cemetery District were recommended for reorganization with neighboring cemetery districts.

The previous cemetery district SOI update in 2019 identified several opportunities for regional reorganization of the cemetery districts. Over time, these options have evolved based on changing circumstances. The most immediate opportunities for reorganization include Cromberg Cemetery District reorganizing with Mohawk Valley Cemetery District, which would result in improved accountability for constituents in the area. Similarly, Crescent Mills Cemetery District reorganized with Greenville Cemetery District would improve operations and governance of the cemetery in Crescent Mills. Finally, and most pressing is the potential for reorganization of Meadow Valley Cemetery District with Quincy LaPorte Cemetery District.

Crescent Mills Cemetery District (CMCD) has been plagued by challenges faced by many cemetery districts around the State. CMCD does not have any funds and does not appear to be actively providing services. There have been no burials over a number of consecutive years and it is unclear how the District would manage a burial if one were to arise. Additionally, CMCD demonstrates a lack of accountability and transparency in its disclosure of information to the public as legally required, which is demonstrated by the lack of public meetings and the failure to inform the public when such meetings do occur. To address CMCD's financial challenges, the lack of interest in Board activities, and concerns of failure to operate within legal requirements of a public entity, it was recommended in 2019 that CMCD be reorganized with the adjacent Greenville Cemetery District. The recommendation for reorganization was made based on a substantial lack of transparency that does not resemble a public agency and minimal operations that do not warrant a surplus agency to provide the services offered. Crescent Mills Cemetery District reorganized with Greenville Cemetery District would improve operations and governance of the cemetery in Crescent Mills.

In 2019, it was identified that Cromberg Cemetery District severely lacked transparency and provided minimal operations that do not warrant a surplus agency to provide the services offered. While Mohawk Valley Cemetery District (MoVCD) is the nearest cemetery provider to Cromberg, at that time MoVCD was facing challenges with

accountability as well. Ultimately, a zero SOI was adopted for Cromberg Cemetery District (CCD) and the territory was included in Quincy LaPorte Cemetery District's SOI with the anticipation that Quincy LaPorte would annex Cromberg's territory and take over operations there. However, MoVCD has rectified many of the identified concerns in the four-year period and is now positioned as the most appropriate successor agency to CCD given its proximity to the district, its ability to provide transparent services, and its willingness to take on services in the area. On April 11, 2022, the area presently within Cromberg CD's boundaries was included in MoVCD's SOI in anticipation of reorganization of the two districts.

As of 2019, Meadow Valley Cemetery District was considered well managed and well operated and a coterminous SOI was confirmed for the District, indicating no anticipated boundary changes in the near term. However, since that time, the Meadow Valley CD Board of Directors submitted a letter to the County Supervisor of District 4 indicating their struggles, and because of those struggles, the intent of the entire Board to retire as of November 1, 2020. The Board has since agreed to staying on until the end of 2022. The District's letter cited several issues of concern for a majority of cemetery districts in the State and highlighted struggles with maintaining a full and engaged board, particularly given the degree to which these districts rely on the volunteer time of board members to operate. Meadow Valley CD approached Quincy LaPorte CD regarding reorganization, consolidation or a joint powers agreement between the two agencies, to ensure continued operations within Meadow Valley's cemetery. After three years of discussions, the two agencies have moved closer to an agreement, but discussions continue to be stalled. On April 11, 2022, LAFCo approved amendments to Quincy LaPorte CD's and Meadow Valley CD's SOI, indicating anticipated reorganization of Quincy LaPorte CD with Meadow Valley CD.

LAFCo is empowered to initiate consolidation according to Government Code Section 56375(a)(2)(A). Pursuant to Government Code Section 56375(a)(3), the Commission may only initiate a district consolidation if the consolidation is consistent with a recommendation or conclusion of a study, including a special study, Sphere of Influence study, or Municipal Service Review. All six of the subject districts have been reviewed in MSRs adopted by this Commission. Reorganization was recommended for each of the six districts in the MSRs.

Pursuant to Government Code Section 56375.5, an agency's sphere of influence must be consistent with any change of organization, and as such the SOIs of the subject agencies have been updated for consistency with the proposed reorganizations.

**It is recommended that the Commission adopt Resolutions 2022-0006, 2022-0007, and 2022-0008 to initiate consolidation proceedings.** Once approved the Commission will conduct a public hearing at its October 17, 2022 meeting to consider approval of the consolidations. During this time, the subject agencies will have the opportunity to submit competing applications if they desire to initiate proceedings over which they may provide greater input. Following approval of the consolidations, protest hearings will be conducted for each subject area with a threshold of 10% of registered voters to prompt an election.

**RESOLUTION NO. 2022-0006**

**A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION  
COMMISSION INITIATING PROCEEDINGS FOR CONSOLIDATION OF QUINCY  
LAPORTE CEMETERY DISTRICT AND MEADOW VALLEY CEMETERY DISTRICT  
IN PLUMAS COUNTY, CALIFORNIA**

**WHEREAS**, Quincy LaPorte Cemetery District and Meadow Valley Cemetery District both exist and operate pursuant to Public Cemetery District Law (California Health and Safety Code §9000 et seq); and

**WHEREAS**, the two districts are immediately adjacent to one another and comprised of territories as depicted in Exhibit “A” attached hereto; and

**WHEREAS**, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review and Sphere of Influence Study calling for the reorganization of Quincy LaPorte Cemetery District with Meadow Valley Cemetery District pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, the Consolidation is consistent with the Municipal Service Review and Sphere of Influence Study of Quincy LaPorte Cemetery District and Meadow Valley Cemetery District as adopted in Plumas LAFCo Resolution 2022-0004 adopted on April 11, 2022; and

**WHEREAS**, a Sphere of Influence Amendment was approved in Plumas LAFCo Resolution 2022-0004 for both Quincy LaPorte Cemetery District and Meadow Valley Cemetery District, as represented in Exhibit “A”, indicating anticipation of consolidation of the two districts; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Consolidation are as follows:

1. Meadow Valley Cemetery District Board of Directors submitted a letter to the County Supervisor of District 4 indicating their struggles, and because of those struggles, the intent of the entire Board to retire as of November 1, 2020, which has since been extended to the end of 2022.
2. Meadow Valley Cemetery District cited several issues of concern similar cemetery districts in the State and highlighted struggles with maintaining a full and engaged board.
3. Meadow Valley CD approached Quincy LaPorte CD regarding reorganization, consolidation or a joint powers agreement between the two

agencies; however, while the two agencies have moved closer to an agreement, discussions continue to be stalled.

4. In order to ensure continued services to Meadow Valley Cemetery District residents, it is necessary to identify a successor agency prior to the end of 2022.
5. Consolidation of the two districts promotes efficiency of services, which is a guiding goal of LAFCOs, by eliminating superlative agencies that are struggling to remain active and meet legal requirements of public agencies; and

**WHEREAS**, the territory subject to the proposed Consolidation is inhabited as defined in Government Code section 56046; and

**WHEREAS**, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: “CEQA”) and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: “State CEQA Guidelines”); and

**WHEREAS**, this action is exempt from the California Environmental Quality Act reflecting LAFCo’s independent judgment and analysis, and concludes that the Consolidation is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Consolidation is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

**WHEREAS**, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo’s independent judgment and analysis, and concludes that the Consolidation is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Consolidation is a change in organization which does not change the geographical area in which the two agencies provide services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Consolidation be subject to the following terms and conditions:

1. Subject to the limitations of Government Code section 57202, the effective date of the Consolidation shall be upon recordation of the Certificate of Completion.
2. Quincy LaPorte Cemetery District and Meadow Valley Cemetery District shall be consolidated to form a new district named as determined by the two existing Boards.
3. The consolidated district will be the successor agency of the Quincy LaPorte Cemetery District and Meadow Valley Cemetery District.



4. All income sources, assets, cash balances, and debts of Quincy LaPorte Cemetery District and Meadow Valley Cemetery District shall be transferred to the consolidated district.
5. It is the intention of Plumas LAFCo to notify landowners within the subject territory and follow the conducting authority proceedings stated in the LAFCo Act.
6. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Consolidation at the appropriate time.
7. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated with this Consolidation be borne by Plumas LAFCo.

**PASSED AND ADOPTED**, by Plumas LAFCo on this 13<sup>th</sup> day of June 2022.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Kevin Goss, Chair  
Plumas Local Agency Formation  
Commission

Attest:

---

Jennifer Stephenson  
Plumas LAFCo Executive Officer

**PLUMAS LOCAL AGENCY FORMATION COMMISSION  
QUINCY LA PORTE CEMETERY DISTRICT  
AND PROPOSED SPHERE OF INFLUENCE**



## EXHIBIT "B"

### PRELIMINARY EXEMPTION ASSESSMENT

1. **Name or description of Project:** Consolidation of Quincy LaPorte Cemetery District and Meadow Valley Cemetery District
2. **Location:** Quincy, LaPorte, and Meadow Valley communities in Plumas County
3. **Entity or person undertaking Project:** Plumas LAFCo  
555 Main St.  
Quincy, CA 95971  
Phone: (530) 283-7069
4. **Staff Determination:** LAFCo Staff, having undertaken and completed a preliminary review of this activity in accordance with the California Environmental Quality Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has concluded that this action does not require further environmental assessment because it is exempt from CEQA, as described below:
  - (a) ☐ Ministerial project.
  - (b) ☐ Not a project.
  - (c) ☐ Emergency Project.
  - (d) ☒ Categorical Exemption. Class 20, Changes in Organization of Local Agencies.
  - (e) ☐ Declared Emergency.
  - (f) ☐ Statutory Exemption
  - (g) ☒ Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment

Date Received for Filing: \_\_\_\_\_

---

Jennifer Stephenson  
Executive Officer  
Plumas LAFCo

## **EXHIBIT “C”**

### **Plan for Services**

#### **1. A description of the level and range of each service to be provided to the affected territory.**

Following the proposed Consolidation, no changes to services in the subject territories will occur. It is anticipated that services and the level of those services within the respective cemeteries will remain unchanged from prior the reorganization.

#### **2. An indication of when the service can be feasibly extended to the affected territory.**

It is the aim of this reorganization to ensure continued services within MVCD's cemetery following the resignation of the entire Board at the end of 2022. To that end, it is planned that services will be taken on by the consolidated district by January 1, 2023.

#### **3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.**

No improvement or upgrading of structures or infrastructure is anticipated following this consolidation. However, the two districts have a shared need for new equipment that may be addressed following the consolidation.

#### **4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.**

It is planned that services offered at each cemetery by the consolidated district will remain the same with unchanged funding sources and funding levels experienced by each of the existing districts.

**RESOLUTION NO. 2022-0007**

**A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION  
COMMISSION INITIATING PROCEEDINGS FOR CONSOLIDATION OF MOHAWK  
VALLEY CEMETERY DISTRICT AND CROMBERG CEMETERY DISTRICT IN  
PLUMAS COUNTY, CALIFORNIA**

**WHEREAS**, Mohawk Valley Cemetery District and Cromberg Cemetery District both exist and operate pursuant to Public Cemetery District Law (California Health and Safety Code §9000 et seq); and

**WHEREAS**, the two districts are immediately adjacent to one another and comprised of territories as depicted in Exhibit “A” attached hereto; and

**WHEREAS**, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review and Sphere of Influence Study calling for the reorganization of Mohawk Valley Cemetery District with Cromberg Cemetery District pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, the Consolidation is consistent with the Municipal Service Review and Sphere of Influence Study of Mohawk Valley Cemetery District and Cromberg Cemetery District as adopted in Plumas LAFCo Resolution 2022-0004 adopted on April 11, 2022; and

**WHEREAS**, a Sphere of Influence Amendment was approved in Plumas LAFCo Resolution 2022-0004 for Mohawk Valley Cemetery District and a “zero” sphere of influence was approved for Cromberg Cemetery District in LAFCo Resolution 2019-0001, as represented in Exhibit “A”, indicating anticipation of consolidation of the two districts; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Consolidation are as follows:

1. In 2019, it was identified that Cromberg Cemetery District severely lacked transparency, had been unresponsive to LAFCo for over 12 years, and provided minimal operations that do not warrant a surplus agency to provide the services offered.
2. Mohawk Valley Cemetery District was identified as potential for reorganization with Cromberg Cemetery District given their proximity, its ability to provide transparent services, and its willingness to take on services in the area.

3. In order to ensure continued and transparent services to Cromberg Cemetery District residents, it is necessary to identify a successor agency as soon as possible.
4. Consolidation of the two districts promotes efficiency of services, which is a guiding goal of LAFCOs, by eliminating superlative agencies that are struggling to remain active and meet legal requirements of public agencies; and

**WHEREAS**, the territory subject to the proposed Consolidation is inhabited as defined in Government Code section 56046; and

**WHEREAS**, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: “CEQA”) and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: “State CEQA Guidelines”); and

**WHEREAS**, this action is exempt from the California Environmental Quality Act reflecting LAFCo’s independent judgment and analysis, and concludes that the Consolidation is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Consolidation is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

**WHEREAS**, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo’s independent judgment and analysis, and concludes that the Consolidation is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Consolidation is a change in organization which does not change the geographical area in which the two agencies provide services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Consolidation be subject to the following terms and conditions:

1. Subject to the limitations of Government Code section 57202, the effective date of the Consolidation shall be upon recordation of the Certificate of Completion.
2. Mohawk Valley Cemetery District and Cromberg Cemetery District shall be consolidated to form a new district named as determined by the two existing Boards.
3. The consolidated district will be the successor agency of the Mohawk Valley Cemetery District and Cromberg Cemetery District.
4. All income sources, assets, cash balances, and debts of Mohawk Valley

Cemetery District and Cromberg Cemetery District shall be transferred to the consolidated district.

5. It is the intention of Plumas LAFCo to notify landowners within the subject territory and follow the conducting authority proceedings stated in the LAFCo Act.
6. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Consolidation at the appropriate time.
7. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated with this Consolidation be borne by Plumas LAFCo.

**PASSED AND ADOPTED**, by Plumas LAFCo on this 13<sup>th</sup> day of June 2022.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Kevin Goss, Chair  
Plumas Local Agency Formation  
Commission

Attest:

---

Jennifer Stephenson  
Plumas LAFCo Executive Officer

***PLUMAS LOCAL AGENCY FORMATION COMMISSION  
MOHAWK CEMETERY DISTRICT  
PROPOSED SPHERE OF INFLUENCE***





## EXHIBIT "B"

### PRELIMINARY EXEMPTION ASSESSMENT

1. **Name or description of Project:** Consolidation of Mohawk Valley Cemetery District and Cromberg Cemetery District
2. **Location:** Mohawk Valley and Cromberg communities in Plumas County
3. **Entity or person undertaking Project:** Plumas LAFCo  
555 Main St.  
Quincy, CA 95971  
Phone: (530) 283-7069
4. **Staff Determination:** LAFCo Staff, having undertaken and completed a preliminary review of this activity in accordance with the California Environmental Quality Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has concluded that this action does not require further environmental assessment because it is exempt from CEQA, as described below:
  - (a) ☐ Ministerial project.
  - (b) ☐ Not a project.
  - (c) ☐ Emergency Project.
  - (d) ☒ Categorical Exemption. Class 20, Changes in Organization of Local Agencies.
  - (e) ☐ Declared Emergency.
  - (f) ☐ Statutory Exemption
  - (g) ☒ Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment

Date Received for Filing: \_\_\_\_\_

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Jennifer Stephenson  
Executive Officer  
Plumas LAFCo

## **EXHIBIT “C”**

### **Plan for Services**

#### **1. A description of the level and range of each service to be provided to the affected territory.**

Following the proposed Consolidation, no changes to services in the subject territories will occur, unless determined by the new governing body. It is anticipated that services and the level of those services within the respective cemeteries will remain unchanged from prior to the reorganization, unless existing service levels are determined to be deficient by the new Board in the Cromberg Cemetery.

#### **2. An indication of when the service can be feasibly extended to the affected territory.**

It is the aim of this reorganization to ensure transparent services within Cromberg Cemetery District's cemetery. To that end, it is planned that services will be taken on by the consolidated district by January 1, 2023.

#### **3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.**

No improvement or upgrading of structures or infrastructure is anticipated following this consolidation.

#### **4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.**

It is planned that services offered at each cemetery by the consolidated district will remain at least the same existing service levels with unchanged funding sources and funding levels experienced by each of the existing districts.

**RESOLUTION NO. 2022-0008**

**A RESOLUTION OF THE PLUMAS LOCAL AGENCY FORMATION  
COMMISSION INITIATING PROCEEDINGS FOR CONSOLIDATION OF  
GREENVILLE CEMETERY DISTRICT AND CRESCENT MILLS CEMETERY  
DISTRICT IN PLUMAS COUNTY, CALIFORNIA**

**WHEREAS**, Greenville Cemetery District and Crescent Mills Cemetery District both exist and operate pursuant to Public Cemetery District Law (California Health and Safety Code §9000 et seq); and

**WHEREAS**, the two districts are immediately adjacent to one another and comprised of territories as depicted in Exhibit “A” attached hereto; and

**WHEREAS**, the Plumas Local Agency Formation Commission prepared and adopted a Municipal Service Review and Sphere of Influence Study calling for the reorganization of Greenville Cemetery District with Crescent Mills Cemetery District pursuant to §56375 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000 et seq.); and

**WHEREAS**, the Consolidation is consistent with the Municipal Service Review and Sphere of Influence Study of Greenville Cemetery District and Crescent Mills Cemetery District as adopted in Plumas LAFCo Resolution 2019-0001 adopted on April 8, 2019; and

**WHEREAS**, a Sphere of Influence Amendment was approved in Plumas LAFCo Resolution 2019-0001 for Greenville Cemetery District and a “zero” sphere of influence was approved for Crescent Mills Cemetery District in LAFCo Resolution 2019-0001, as represented in Exhibit “A”, indicating anticipation of consolidation of the two districts; and

**WHEREAS**, a notice of intent to adopt this resolution was posted and provided to each interested and subject agency; and

**WHEREAS**, the reason(s) for this proposed Consolidation are as follows:

1. To address Crescent Mill Cemetery District’s financial challenges, the lack of interest in Board activities, and concerns of failure to operate within legal requirements of a public entity, it was recommended in 2019 that Crescent Mills Cemetery District be reorganized with another cemetery district.
2. Greenville Cemetery District was identified as a potential district for reorganization with Crescent Mills Cemetery District given their proximity, its ability to provide transparent services, and its willingness to take on services in the area.

3. In order to ensure continued and transparent services to Crescent Mills Cemetery District residents, it is necessary to identify a successor agency as soon as possible.
4. Consolidation of the two districts promotes efficiency of services, which is a guiding goal of LAFCos, by eliminating superlative agencies that are struggling to remain active and meet legal requirements of public agencies; and

**WHEREAS**, the territory subject to the proposed Consolidation is inhabited as defined in Government Code section 56046; and

**WHEREAS**, LAFCo, as the lead agency under the California Environmental Quality Act (Pub. Res. Code § 21000 et seq.: “CEQA”) and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq.: “State CEQA Guidelines”); and

**WHEREAS**, this action is exempt from the California Environmental Quality Act reflecting LAFCo’s independent judgment and analysis, and concludes that the Consolidation is not a project pursuant to State CEQA Guidelines section 15378(b)(5) because the Consolidation is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment; and

**WHEREAS**, the Preliminary Exemption Assessment (Exhibit B) further reflects LAFCo’s independent judgment and analysis, and concludes that the Consolidation is categorically exempt from CEQA review pursuant to State CEQA Guidelines 15320 because the Consolidation is a change in organization which does not change the geographical area in which the two agencies provide services; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met; and

**WHEREAS**, it is the intent of LAFCo that the proposed Consolidation be subject to the following terms and conditions:

1. Subject to the limitations of Government Code section 57202, the effective date of the Consolidation shall be upon recordation of the Certificate of Completion.
2. Greenville Cemetery District and Crescent Mills Cemetery District shall be consolidated to form a new district named as determined by the two existing Boards.
3. The consolidated district will be the successor agency of the Greenville Cemetery District and Crescent Mills Cemetery District.
4. All income sources, assets, cash balances, and debts of Greenville Cemetery District and Crescent Mills Cemetery District shall be transferred

to the consolidated district.

5. It is the intention of Plumas LAFCo to notify landowners within the subject territory and follow the conducting authority proceedings stated in the LAFCo Act.
6. It is the intention of Plumas LAFCo to conduct a public hearing regarding this Consolidation at the appropriate time.
7. It is the intention of Plumas LAFCo that any and all LAFCo, Plumas County and State of California costs associated this Consolidation be borne by Plumas LAFCo.

**PASSED AND ADOPTED**, by Plumas LAFCo on this 13<sup>th</sup> day of June 2022.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Kevin Goss, Chair  
Plumas Local Agency Formation  
Commission

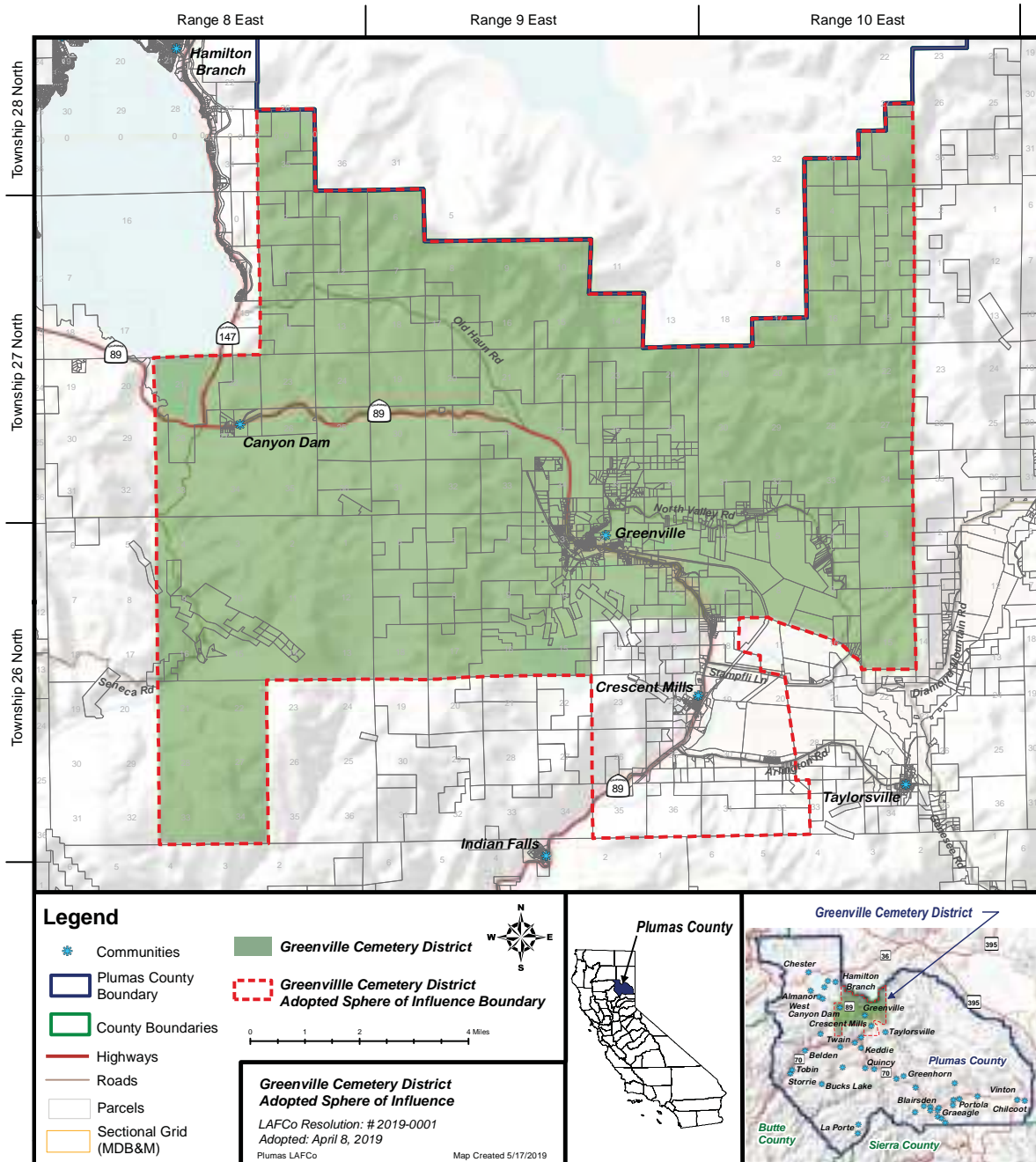
Attest:

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Jennifer Stephenson  
Plumas LAFCo Executive Officer

# EXHIBIT A: Map of the Greenville Cemetery District and Crescent Mills Cemetery District Boundaries and Sphere of Influence

## PLUMAS LOCAL AGENCY FORMATION COMMISSION GREENVILLE CEMETERY DISTRICT ADOPTED SPHERE OF INFLUENCE



## EXHIBIT "B"

### PRELIMINARY EXEMPTION ASSESSMENT

1. **Name or description of Project:** Consolidation of Greenville Cemetery District and Crescent Mills Cemetery District
2. **Location:** Greenville and Crescent Mills communities in Plumas County
3. **Entity or person undertaking Project:** Plumas LAFCo  
555 Main St.  
Quincy, CA 95971  
Phone: (530) 283-7069
4. **Staff Determination:** LAFCo Staff, having undertaken and completed a preliminary review of this activity in accordance with the California Environmental Quality Act (Pub. Res. Code § 21000 et seq: "CEQA") and the State Guidelines for Implementation of CEQA (14 C.C.R. § 15000 et seq: "State CEQA Guidelines") and has concluded that this action does not require further environmental assessment because it is exempt from CEQA, as described below:
  - (a) ☐ Ministerial project.
  - (b) ☐ Not a project.
  - (c) ☐ Emergency Project.
  - (d) ☒ Categorical Exemption. Class 20, Changes in Organization of Local Agencies.
  - (e) ☐ Declared Emergency.
  - (f) ☐ Statutory Exemption
  - (g) ☒ Other. State CEQA Guidelines section 15378(b)(5); organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment

Date Received for Filing: \_\_\_\_\_

---

Jennifer Stephenson  
Executive Officer  
Plumas LAFCo

## **EXHIBIT “C”**

### **Plan for Services**

#### **1. A description of the level and range of each service to be provided to the affected territory.**

Following the proposed Consolidation, no changes to services in the subject territories will occur, unless determined by the new governing body. It is anticipated that services and the level of those services within the respective cemeteries will remain unchanged from prior to the reorganization, unless existing service levels are determined to be deficient by the new Board in the Crescent Mills Cemetery.

#### **2. An indication of when the service can be feasibly extended to the affected territory.**

It is the aim of this reorganization to ensure transparent services within Crescent Mills Cemetery District's cemetery. To that end, it is planned that services will be taken on by the consolidated district by January 1, 2023.

#### **3. An identification of any improvement or upgrading of structures, road, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the affected territory.**

No improvement or upgrading of structures or infrastructure is anticipated following this consolidation.

#### **4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.**

It is planned that services offered at each cemetery by the consolidated district will remain at least the same as existing service levels with unchanged funding sources and funding levels experienced by each of the existing districts.



SAVE THE DATE FOR THE



**OCTOBER 19-21, 2022**

**THIS THREE-DAY EVENT OFFERS THE OPPORTUNITY TO:**

- ✓ Discuss statewide and local issues critical to LAFCo
- ✓ Participate in important conversations that will guide decision-making
- ✓ Gain new resources and fresh ideas that will have a positive community impact
- ✓ Hear important legislative updates
- ✓ Make industry connections
- ✓ Network with professionals



**Hyatt Regency John Wayne Airport,  
Newport Beach, CA**

Conference and hotel registration opening soon.

Visit [calafco.org](http://calafco.org) and stay tuned  
for details!



June 1, 2022

**To:** Local Agency Formation Commission  
Members and Alternate Members

**From:** Jo MacKenzie, Committee Chair  
CALAFCO Board Election Committee  
CALAFCO Board of Directors



**RE: Nominations for 2022/2023 CALAFCO Board of Directors**

Nominations are now open for the fall elections of the CALAFCO Board of Directors for the following seats:

CENTRAL REGION	SOUTHERN REGION	NORTHERN REGION	COASTAL REGION
County Member District Member	City Member Public Member	City Member Public Member	County Member District Member

Please inform your Commission that the CALAFCO Election Committee will be accepting nominations for the above-cited seats until:

**MONDAY, SEPTEMBER 19, 2022 at 5:00 PM**

Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal, and operational issues that affect us all. The Board meets four to five times each year, with half of the meetings currently being held virtually and the rest being held at alternate sites around the state.

Board seats are for a two-year term, with no term limits, and any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat. The election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 20, 2022 at the Hyatt Regency John Wayne Airport in Newport Beach, California.

*Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Résumé Form or provide the specified information in another format other than a résumé.*



**Please note that completed nomination forms and all materials must be RECEIVED by the CALAFCO Executive Director no later than Monday, September 19, 2022 at 5:00 p.m.**

Returning the nomination form prior to that deadline ensures your nominee is placed on the ballot. Names will be listed in the order nominations were received. Electronic filing of nomination forms and materials is encouraged to facilitate the recruitment process. Forms and materials may either be emailed to [info@calafco.org](mailto:info@calafco.org) or mailed to:

CALAFCO Election Committee c/o Executive Director  
California Association of Local Agency Formation Commissions  
1020 12<sup>th</sup> Street, Suite 222  
Sacramento, California 95814

Nominations received by the September 19th deadline will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 4, 2022, with ballots made available to Voting Delegates at the Annual Conference.

Nominations received after the deadline will be returned; however, nominations may be made from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting, an electronic ballot will be made available *if requested in advance*. **Ballot requests must also be received no later than 5:00 pm on Monday, September 19, 2022, with completed absentee ballots returned by 5:00 p.m. on Friday, October 14, 2022.**

#### NOMINATION/ELECTION PROCESS DEADLINES AND TIMELINES

- **June 1** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 19** – Completed Nomination packet due
- **September 19** – Request for an absentee/electronic ballot due
- **September 19** – Voting delegate name due to CALAFCO
- **October 4** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **October 4** – Distribution of requested absentee/electronic ballots.
- **October 14** – Absentee ballots due to CALAFCO
- **October 20** - Elections

If you have any questions about the election process, please contact me at [jmackenzie@calafco.org](mailto:jmackenzie@calafco.org) or by calling 760-743-7969. You may also contact CALAFCO Executive Director René LaRoche at [rlaroche@calafco.org](mailto:rlaroche@calafco.org) or by calling 916-442-6536.

Members of the 2022/2023 CALAFCO Election Committee are:

Jo MacKenzie, Chair  
[jmackenzie@calafco.org](mailto:jmackenzie@calafco.org)

San Diego LAFCo (Southern Region)  
760-743-7969

Bill Connelly  
[bconnelly@calafco.org](mailto:bconnelly@calafco.org)

Butte LAFCo (Northern Region)  
530-538-6834

Margie Mohler  
[mmohler@calafco.org](mailto:mmohler@calafco.org)

Napa LAFCo (Coastal Region)  
707-287-6911

Daniel Parra  
[dparra@calafco.org](mailto:dparra@calafco.org)

Fresno LAFCo (Central Region)  
559-834-3113

Additionally, you will also find attached for your reference a copy of the CALAFCO Board of Directors Nomination and Election Procedures, as well as the current listing of Board Members and corresponding terms of office.

*I sincerely hope that you will consider joining us!*

## Board of Directors Nomination and Election Procedures and Forms

The procedures for nominations and election of the CALAFCO Board of Directors [Board] are designed to assure full, fair and open consideration of all candidates, provide confidential balloting for contested positions and avoid excessive demands on the time of those participating in the CALAFCO Annual Conference.

The Board nomination and election procedures shall be:

### 1. APPOINTMENT OF AN ELECTION COMMITTEE:

- a. Following the Annual Membership Meeting the Board shall appoint an Election Committee of four members of the Board. The Election Committee shall consist of one member from each region whose term is not ending.
- b. The Board Chair shall appoint one of the members of the Election Committee to serve as Committee Chair. The CALAFCO Executive Director shall either serve as staff to the Election Committee or appoint a CALAFCO regional officer to serve as staff in cooperation with the Executive Director.
- c. Each regional officer shall serve as staff liaison to the Election Committee specifically to assist in conducting the election as directed by the Executive Director and Committee.
- d. Goals of the Committee are to encourage and solicit candidates by region who represent member LAFcos across the spectrum of geography, size, and urban-suburban-rural population, and to provide oversight of the elections process.

### 2. ANNOUNCEMENT TO ALL MEMBER LAFcos:

- a. No later than four months prior to the Annual Membership Meeting, the Election Committee Chair shall send an announcement to each LAFco for distribution to each commissioner and alternate. The announcement shall include the following:
  - i. A statement clearly indicating which offices are subject to the election.
  - ii. A regional map including LAFcos listed by region.
  - iii. The specific date by which all nominations must be received by the Election Committee. The deadline shall be no later than 30 days prior to the opening of the Annual Conference. Nominations received after the closing date shall be returned to the proposing LAFco marked "Received too late for Election Committee action."
  - iv. The names of the Election Committee members and the name of their LAFco, regional representation, email address and phone number. The name, email address and phone number of the Executive Director shall also be included.
  - v. The email address and physical address to send the nominations forms.
  - vi. A form for a Commission to use to nominate a candidate and a candidate resume form of no more than one page each to be completed for each nominee.
  - vii. The specific date by which all voting delegate names are due.
  - viii. The specific date by which absentee ballots must be requested, the date CALAFCO will

#### Key Timeframes for Nominations Process

Days*	
120	Nomination announcement
30	Nomination deadline
14	Committee report released

\*Days prior to annual membership meeting

distribute the absentee ballots, and the date by which they must be received by the Executive Director.

- b. A copy of these procedures shall be posted on the web site.

### **3. THE ELECTION COMMITTEE:**

- a. The Election Committee and the Executive Director have the responsibility to monitor nominations and help assure that there are adequate nominations from each region for each seat up for election. No later than two weeks prior to the Annual Conference, the Election Committee Chair shall distribute to the members the Committee Report organized by regions, including copies of all nominations and resumes, which are received prior to the end of the nomination period.
- b. At the close of the nomination period, the Election Committee shall prepare regional ballots. Each region will receive a ballot specific to that region. Each region shall conduct a caucus at the Annual Conference for the purpose of electing their designated representatives. Caucus elections must be held prior to the annual membership meeting at the Conference. The assigned regional officers along with a member of the Election Committee shall tally ballots at each caucus and provide the Election Committee the names of the elected Board members and any open seats. In the event of a tie, the regional officer and Election Committee member shall immediately conduct a run-off ballot of the tied candidates.
- c. Make available sufficient copies of the Committee Report for each Voting Delegate by the beginning of the Annual Conference. Only the designated Voting Delegate, or the designated Alternate Voting Delegate shall be allowed to pick up the ballot packet at the Annual Conference.
- d. Make available blank copies of the nomination forms and resume forms to accommodate nominations from the floor at either the caucuses or the annual meeting (if an at-large election is required).
- e. Advise the Executive Director to provide "CANDIDATE" ribbons to all candidates attending the Annual Conference.
- f. Advise the Executive Director to provide "VOTING DELEGATE" ribbons to all voting delegates attending the Annual Conference.
- g. Post the candidate statements/resumes organized by region on a bulletin board or other easily accessible location near the registration desk.
- h. Regional elections shall be conducted as described in Section 4 below. The representative from the Election Committee shall serve as the Presiding Officer for the purpose of the caucus election and shall be assisted by a regional officer from a region other than their own, as assigned by the Executive Director
- i. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Election Committee Chair shall notify the Chair of the Board of Directors that an at-large election will be required at the annual membership meeting and to provide a list of the number and category of seats requiring an at-large election.

### **4. ELECTRONIC BALLOT FOR LAFCO IN GOOD STANDING NOT ATTENDING ANNUAL MEETING**

Limited to the elections of the Board of Directors

- a. Any LAFCo in good standing shall have the option to request an electronic ballot if there will be no representative attending the annual meeting.
- b. LAFCOs requesting an electronic ballot shall do so in writing to the Executive Director no later than 30 days prior to the annual meeting.

- c. The Executive Director shall distribute the electronic ballot no later than two weeks prior to the annual meeting.
- d. LAFCo must return the ballot electronically to the Executive Director no later than three working days prior to the annual meeting.
- e. LAFCOs voting by electronic ballot may discard their electronic ballot if a representative is able to attend the annual meeting.
- f. LAFCOs voting under this provision may only vote for the candidates nominated by the Election Committee as noted on the ballot and may not vote in any run-off elections.

**5. AT THE TIME FOR ELECTIONS DURING THE REGIONAL CAUCUSES OR ANNUAL MEMBERSHIP MEETING:**

- a. The Presiding Officer shall:
  - i. Review the election procedure with the membership of their region.
  - ii. Present the Election Committee Report (previously distributed).
  - iii. Call for nominations from the floor by category for those seats subject to this election:
    - 1. For city member.
    - 2. For county member.
    - 3. For public member.
    - 4. For special district member.
- b. To make a nomination from the floor, a LAFCo, which is in good standing, shall identify itself and then name the category of vacancy and individual being nominated. The nominator may make a presentation not to exceed two minutes in support of the nomination.
- c. When there are no further nominations for a category, the Presiding Officer shall close the nominations for that category.
- d. The Presiding Officer shall conduct a "Candidates Forum". Each candidate shall be given time to make a brief statement for their candidacy. If a candidate is absent from the regional caucus, they may ask someone in their region to make a brief statement on their behalf.
- e. The Presiding Officer shall then conduct the election:
  - i. For categories where there are the same number of candidates as vacancies, the Presiding Officer shall:
    - 1. Name the nominees and offices for which they are nominated.
    - 2. Call for a voice vote on all nominees and thereafter declare those unopposed candidates duly elected.
  - ii. For categories where there are more candidates than vacancies, the Presiding Officer shall:
    - 1. Poll the LAFCOs in good standing by written ballot.
    - 2. Each LAFCo in good standing may cast its vote for as many nominees as there are vacancies to be filled. The vote shall be recorded on a tally sheet.

3. Any ballots submitted electronically for candidates included in the Election Committee Report shall be added to the tally.
  4. With assistance from the regional officer, tally the votes cast and announce the results.
- iii. Election to the Board shall occur as follows:
1. A majority of the total number of LAFcos in a given region are required for a quorum. Returned absentee ballots shall count towards the total required for a quorum.
  2. The nominee receiving the majority of votes cast is elected.
  3. In the case of no majority, the two nominees receiving the two highest number of votes cast shall face each other in a run-off election. Electronic ballots are not included in the tally for any run-off election(s).
  4. In case of tie votes:
    - a. A second run-off election shall be held with the same two nominees.
    - b. If there remains a tie after the second run-off, the winner shall be determined by a draw of lots.

## **6. ADDITIONAL PROCEDURES**

- a. For categories where there are more candidates than vacancies, names shall be listed on the ballot in the order the nomination was received and deemed complete.
- b. The Election Committee Chair shall announce and introduce all Board Members elected during the Regional Caucuses at the annual business meeting.
- c. In the event that Board seats remain unfilled after a Regional Caucus, an election will be held immediately at the annual business meeting to fill the position at-large. Nominations will be taken from the floor and the election process will follow the procedures described in Section 4 above. Any commissioner or alternate from a member LAFco may be nominated for at-large seats.
- d. Seats elected at-large become subject to regional election at the expiration of the term. Only representatives from the region may be nominated for the seat.
- e. As required by the Bylaws, the members of the Board shall meet as soon as possible after election of new Board members for the purpose of electing officers, determining meeting places and times for the coming year, and conducting any other necessary business.

## **7. LOSS OF ELECTION IN HOME LAFco**

Board Members and candidates who lose elections in their home office shall notify the Executive Director within 15 days of the certification of the election.

## **8. FILLING BOARD VACANCIES**

Vacancies on the Board of Directors may be filled by appointment by the Board for the balance of the unexpired term. Appointees must be from the same category as the vacancy, and should be from the same region.



## CALAFCO's Four Regions





The counties in each of the four regions consist of the following:

**Northern Region**

Butte  
Colusa  
Del Norte  
Glenn  
Humboldt  
Lake  
Lassen  
Mendocino  
Modoc  
Nevada  
Plumas  
Shasta  
Sierra  
Siskiyou  
Sutter  
Tehama  
Trinity  
Yuba

**CONTACT:** Steve Lucas  
Butte LAFCo  
slucas@buttecounty.net

**Southern Region**

Orange  
Los Angeles  
Imperial  
Riverside  
San Bernardino  
San Diego

**CONTACT:** Gary Thompson  
Riverside LAFCo  
gthompson@lafco.org

**Coastal Region**

Alameda  
Contra Costa  
Marin  
Monterey  
Napa  
San Benito  
San Francisco  
San Luis Obispo  
San Mateo  
Santa Barbara  
Santa Clara  
Santa Cruz  
Solano  
Sonoma  
Ventura

**CONTACT:** Dawn Longoria  
Napa LAFCo  
dlongori@napa.lafco.ca.gov

**Central Region**

Alpine  
Amador  
Calaveras  
El Dorado  
Fresno  
Inyo  
Kings  
Madera  
Mariposa  
Merced  
Mono  
Placer  
Sacramento  
San Joaquin  
Stanislaus  
Tulare  
Tuolumne  
Yolo

**CONTACT:** José Henriquez  
Sacramento LAFCo  
henriquezj@saccounty.net

## CURRENT BOARD MEMBERS AND TERMS

NAME	REGION	TYPE & TERM
Bill Connelly, <b>Vice Chair</b>	Butte <i>Northern</i>	County (2023)
Blake Inscore	Del Norte <i>North</i>	City (2022)
Gay Jones	Sacramento <i>Central</i>	District (2022)
Michael Kelley	Imperial <i>Southern</i>	County (2023)
Debra Lake	Humboldt <i>Northern</i>	District (2023)
Chris Lopez	Monterey <i>Coastal</i>	County (2022)
Daron McDaniel	Merced <i>Central</i>	County (2022)
Michael McGill	Contra Costa <i>Coastal</i>	District (2022)
Derek McGregor	Orange <i>Southern</i>	Public (2022)
Jo MacKenzie	San Diego <i>Southern</i>	District (2023)
Margie Mohler, <b>Treasurer</b>	Napa <i>Coastal</i>	City (2023)
<b>Anita Paque, Chair</b>	Calaveras <i>Central</i>	Public (2023)
Daniel Parra	Fresno <i>Central</i>	City (2023)
Shane Stark	Santa Barbara <i>Coastal</i>	Public (2023)
Josh Susman	Nevada <i>Northern</i>	Public (2022)
Acquanetta Warren, <b>Secretary</b>	San Bernardino <i>Southern</i>	City (2022)



## Board of Directors 2022/2023 Nominations Form

### *Nomination to the CALAFCO Board of Directors*

In accordance with the Nominations and Election Procedures of CALAFCO,

\_\_\_\_\_ LAFCo of the \_\_\_\_\_ Region

Nominates \_\_\_\_\_

for the (check one)      ☐ City      ☐ County      ☐ Special District      ☐ Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual Membership Meeting of the Association.

\_\_\_\_\_ LAFCo Chair

\_\_\_\_\_ Date

#### **NOTICE OF DEADLINE**

Nominations must be received by **September 19, 2022 at 5:00 p.m.** to be considered by the Election Committee.

Send completed nominations to:

CALAFCO Election Committee  
CALAFCO  
1020 12<sup>th</sup> Street, Suite 222  
Sacramento, CA 95814

Or email to: [info@calafco.org](mailto:info@calafco.org)

Date Received \_\_\_\_\_



## Board of Directors 2022/2023 Candidate Résumé Form (Complete both pages)

Nominated By: \_\_\_\_\_ LAFCo Date: \_\_\_\_\_

Region (please check one): ☐ Northern ☐ Coastal ☐ Central ☐ Southern

Category (please check one): ☐ City ☐ County ☐ Special District ☐ Public

Candidate Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Office \_\_\_\_\_ Mobile \_\_\_\_\_

e-mail \_\_\_\_\_

Personal and Professional Background:

LAFCo Experience:

CALAFCO or State-level Experience:

Availability:

Other Related Activities and Comments:

**NOTICE OF DEADLINE**

Nominations must be received by **September 19, 2022 at 5:00 p.m.** to be considered by the Election Committee.

Send completed nominations to:

CALAFCO Election Committee  
CALAFCO  
1020 12<sup>th</sup> Street, Suite 222  
Sacramento, CA 95814

Or email to: [info@calafco.org](mailto:info@calafco.org)

**Date:** June 8, 2022

**To:** CALAFCO Members  
LAFCo Commissioners and Staff  
Other Interested Organizations

**From:** Blake Inscore, Committee Chair  
CALAFCO Achievement Awards Committee  
CALAFCO Board of Directors



**Subject: 2022 CALAFCO Achievement Award Nominations Period Open**

**Deadline: 5:00 p.m., Friday, August 12, 2022**

On behalf of the Association, I am pleased to announce that the nomination period for the 2022 CALAFCO Achievement Awards is now open!

Each year, CALAFCO is honored to recognize outstanding achievements by dedicated and committed individuals and/or organizations from throughout the state at its Annual Conference Achievement Awards Ceremony. This year's ceremony will be held on October 20 at the Hyatt Regency Newport Beach John Wayne Airport, during the awards banquet.

Recognizing individual and organizational achievements is an important responsibility. It provides visible recognition and support to those who have gone ***above and beyond*** over the last year to advance the principles and goals of the Cortese-Knox-Hertzberg Act. We invite you to use this opportunity to nominate the individuals and organizations you feel deserve this important recognition based on the criteria outlined.

Before submitting a nomination, ***please carefully review the nomination instructions and the criteria for each award as incomplete nominations, and nominations that do not adhere to the submission guidelines, will not be considered by the Committee.***

#### ACHIEVEMENT AWARDS NOMINATION PROCEDURE:

1. Nominations may be made by an individual, a LAFCo, a CALAFCO Associate Member, or any other organization.
2. Each nomination must meet the specific award category criteria for consideration. The Committee will not consider any nomination for an award for any category other than the one for which it was submitted. Duplicate nominations ***will not be considered by the Committee.***
3. Nominations ***must be submitted with a completed nomination form.*** Please use a separate form for each nomination. The form is your opportunity to highlight the most important points of your nomination.
4. Nomination *Executive Summaries* must be ***limited to no more than 250 words in length.*** Nomination *Summaries* must be ***limited to no more than 1,000 words or 2 pages in length maximum.*** You are encouraged to write them in a clear, concise and understandable manner. If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount ***will not be considered by the Committee.***

5. All supporting information (e.g. reports, news articles, etc.) must be submitted with the nomination. ***Limit supporting documentation to no more than 3 pages.*** If the Awards Committee members require additional information, you will be contacted with that request. Any nomination received that exceeds this amount ***will not be considered by the Committee.***
6. All nomination materials must be submitted at one time and must be received by the deadline. No late nominations will be accepted – no exceptions. Electronic submittals are required and must be submitted as pdf document, using the fillable pdf document provided.
7. **Nominations and supporting materials must be received no later than 5:00 p.m., Friday, August 12, 2022.** Send nominations via e-mail to:

Stephen Lucas, CALAFCO Executive Officer  
[slucas@buttecounty.net](mailto:slucas@buttecounty.net)

*You may contact Steve Lucas, CALAFCO Executive Officer, at [slucas@buttecounty.net](mailto:slucas@buttecounty.net) or (530) 538-7784 with any questions.*

### Members of the 2022 CALAFCO Board of Directors Awards Committee

#### Board Members:

*Blake Inscore*, Committee Chair (Del Norte LAFCo, North Region)  
*Debra Lake* (Humboldt LAFCo, Northern Region)  
*Daniel Parra* (Fresno LAFCo, Central Region)  
*Shane Stark* (Santa Barbara LAFCo, Coastal Region)  
*Acquanetta Warren* (San Bernardino LAFCo, Southern Region)

[binscore@calafco.org](mailto:binscore@calafco.org)  
[dlake@calafco.org](mailto:dlake@calafco.org)  
[dparra@calafco.org](mailto:dparra@calafco.org)  
[mmohler@calafco.org](mailto:mmohler@calafco.org)  
[awarren@calafco.org](mailto:awarren@calafco.org)

#### Regional Officer Members:

*José Henriquez*, CALAFCO Deputy Executive Officer (Central Region)  
*Steve Lucas*, CALAFCO Executive Officer (Northern Region)  
*Dawn Longoria*, CALAFCO Deputy Executive Officer (Coastal Region)  
*Gary Thompson*, CALAFCO Deputy Executive Officer (Southern Region)

[henriquezj@saccounty.net](mailto:henriquezj@saccounty.net)  
[slucas@buttecounty.net](mailto:slucas@buttecounty.net)  
[dlongori@napa.lafco.ca.gov](mailto:dlongori@napa.lafco.ca.gov)  
[gthompson@lafco.org](mailto:gthompson@lafco.org)

#### Included as attachments:

- 2022 Achievement Award nomination form
- Achievement Award categories, nomination and selection criteria
- Listing of prior Achievement Award recipients





**2022 Achievement Award Nominations**  
**Due by Friday, August 12, 2022 at 5:00 p.m.**

## **Achievement Award Nomination Form**

### **NOMINEE - Person or Agency Being Nominated**

Name:

Organization:

Address:

Phone:

E-mail:

### **NOMINATION CATEGORY** (check one – see category criteria on attached sheet)

☐ Outstanding CALAFCO Volunteer

☐ Outstanding CALAFCO Associate Member

☐ Outstanding Commissioner

☐ Outstanding LAFCo Professional

☐ Mike Gotch Excellence in Public Service (choose one category below)  
*Protection of agricultural and open space lands and prevention of sprawl*

☐ *Innovation, collaboration, outreach and effective support of the evolution and viability of local agencies, promotion of efficient and effective delivery of municipal services*

☐ Legislator of the Year (must be approved by the full CALAFCO Board)

☐ Lifetime Achievement Award

### **NOMINATION SUBMITTED BY:**

Name:

Organization:

Address:

Phone:

E-mail:





**2022 Achievement Award Nominations**  
**Due by Friday, August 12, 2022 at 5:00 p.m.**

**EXECUTIVE SUMMARY**

In no more than 250 words, summarize why this recipient is the most deserving of this award.



**2022 Achievement Award Nominations**  
**Due by Friday, August 12, 2022 at 5:00 p.m.**

**NOMINATION SUMMARY**

Please indicate the reasons why this person or agency deserves to be recognized (this section must be no more than 1,000 words or 2 pages maximum).



## **CALAFCO ACHIEVEMENT AWARD CATEGORIES, NOMINATION & SELECTION CRITERIA**

CALAFCO recognizes excellence within the LAFCo community and the full membership by presenting the *Achievement Awards* at the CALAFCO Annual Conference. Nominations are now open and being accepted until **5:00 p.m., Friday, August 12, 2022** in the following categories:

### **OUTSTANDING CALAFCO VOLUNTEER**

#### Award Summary:

Recognizes a CALAFCO volunteer who has provided exemplary service during the past year. Exemplary service is service which clearly goes above and beyond that which is asked or expected in the charge of their responsibilities. This category may include a CALAFCO Board member, regional officer, program volunteer, or any other requested volunteer.

#### Nomination criteria:

1. Nominee must have volunteered for the Association during the year in which the nomination is being made.
2. Nominee does not have to be a CALAFCO member.
3. Volunteer efforts must have demonstrated the individual going above and beyond what was asked/expected with positive and effective results.
4. Nominee can be a CALAFCO Board member, regional officer, program volunteer or any other volunteer.

#### Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to each nominee, regardless of their position or role as a volunteer. Only the contributions and outcomes shall be considered, not the individual's position.
3. The extent of the volunteerism and the overall impact to the statewide Association and membership based on that volunteerism shall be considered.
4. Preference may be given to individuals who have not previously received this award and meet all the required criteria.

### **OUTSTANDING CALAFCO ASSOCIATE MEMBER**

#### Award Summary:

Presented to an active CALAFCO Associate Member (person or agency) that has advanced or promoted the cause of LAFCos by consistently producing distinguished work that upholds the mission and goals of LAFCos and has helped elevate the role and mission of LAFCos through its work. Recipient consistently demonstrates a collaborative approach to LAFCo stakeholder engagement. Further, the individual or firm has a proven commitment to the Association membership through volunteering time and resources to further the cause of LAFCo and CALAFCO.

#### Nomination criteria:

1. Nominee must be a CALAFCO Associate Member in good standing with the Association.
2. Nominee shall be an Associate Member for the full year in which the nomination is being made.
3. The Associate Member nominated shall have been an Associate Member in good standing with the Association for at least one year prior to the year for which the nomination is being made.
4. As an Associate Member, the nominee may be an individual, firm or agency.
5. The nominee may be an individual within an Associate Member firm or agency.
6. Nominee shall demonstrate that through their work as an Associate Member, the role and mission of LAFCo has been upheld and furthered.
7. Nominee must have proven cooperative and collaborative approaches to situations and

solutions that affect LAFCo statewide as an Associate Member.

8. Proven commitment to the Association's membership as an Associate Member by volunteering resources to the Association during the year in which the nomination is made.

Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to all nominees that meet the nominating criteria.
3. The level of volunteering time and resources to the Association shall be a consideration with all other nomination criteria.

## **OUTSTANDING COMMISSIONER**

Award Summary:

Presented to an individual Commissioner for extraordinary service to his or her Commission. Extraordinary service is considered actions above and beyond those required in the course of fulfilling their statutory responsibilities as a Commissioner. It requires consistently demonstrating independent judgment on behalf of the interest of the entire county, developing innovative and collaborative solutions to local issues, and leading the commission and community by example.

Nomination criteria:

1. Nominee must be a Commissioner of a LAFCo in good standing with the Association.
2. Nominee shall be a Commissioner for the full year in which the nomination is being made.
3. Proven demonstration of consistently exercising independent judgment for the greater good of the County is required.
4. Proven leadership of the commission and the community through collaborative, innovative and creative solutions to local issues is required.
5. Proven effective results and outcomes shall be demonstrated in the nomination.

Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to all nominees that meet the nominating criteria.
3. Representation type (city-county-district-public) shall not be a consideration nor shall be the size or geographic area of the LAFCo on which the Commissioner serves.
4. The overall impact of the leadership of the Commissioner shall be considered.
5. Preference may be given to individuals who have not previously received this award and meet all the required criteria.

## **OUTSTANDING LAFCo PROFESSIONAL**

Award Summary:

Recognizes an Executive Officer, Staff Analyst, Clerk, Legal Counsel or any other LAFCo staff person for exemplary service during the past year. Exemplary service is considered actions which clearly go above and beyond that which is asked, expected, or required in the charge of their LAFCo responsibilities.

Nomination criteria:

1. Nominee must be a staff person of a LAFCo in good standing with the Association.
2. Nominee shall be a staff person for the full year in which the nomination is being made.
3. As a staff person, the nominee can be either an employee of the LAFCo or a contractor providing employee-type services to the LAFCo.
4. Efforts must be demonstrated that the individual has consistently gone above and beyond or outside the scope of their role or job responsibilities, with proven results that otherwise would not have occurred.

Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to all nominees that meet the nominating criteria.
3. Position within a LAFCo shall not be a consideration, nor shall be the size or geographic area of the LAFCo.

4. The overall impact of the LAFCo professional to their LAFCo and the greater community shall be considered.
5. Preference may be given to individuals who have not previously received this award and meet all the required criteria.

## **LIFETIME ACHIEVEMENT AWARD**

### Award Summary:

Recognizes any individual who has made extraordinary contributions to the statewide LAFCo community in terms of longevity of service, exemplary advocacy of LAFCo-related legislation, proven leadership in approaching a particular issue or issues, and demonstrated support in developing and implementing innovative and creative ways to support the goals of LAFCos throughout California. At a minimum, the individual should be involved in the LAFCo community for at least twenty (20) years.

### Nomination criteria:

1. Nomination must be received from a member LAFCo or Associate Member in good standing with the Association.
2. A minimum of 20 years direct involvement with the LAFCo community is required for consideration.
3. During that time, nominee shall have a proven positive impact and effect on the support and evolution of LAFCos statewide.
4. This includes advocacy of LAFCos statewide through legislation, developing creative and innovative solutions to LAFCo issues that serve beyond their LAFCo to the greater good, and collaborative stakeholder approaches to issues and opportunities to further the cause and mission of LAFCo.

### Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Preference may be given to nominees who also have proven experience volunteering for CALAFCO through a regional officer role, serving on committees, serving on the CALAFCO Board, or any other method of volunteering for the Association that serves to promote and support the mission and work of LAFCos throughout the state.

## **LEGISLATOR OF THE YEAR**

### Award Summary:

Presented to a member of the California State Senate or Assembly in recognition of leadership and valued contributions in support of LAFCo goals that have a statewide effect. The recipient shall have demonstrated clear support and effort to further the cause and ability of LAFCos to fulfill their statutory mission. Selected by CALAFCO Board by super majority.

### Nomination criteria:

1. Nominee shall be a California State legislator during the full year in which the nomination was made.
2. Nominee must have demonstrated extraordinary leadership in the Legislature on behalf of LAFCos statewide, with efforts resulting in a positive impact for all LAFCos.

### Selection criteria:

1. Must meet all nomination criteria requirements for consideration.
2. All Legislator of the Year nominations shall be forwarded by the Achievement Awards Committee to the Board for consideration.
3. Selection of the recipient of this award shall be done with a super majority approval of the Board (present at the time of the vote).

## **MIKE GOTCH EXCELLENCE IN PUBLIC SERVICE AWARD**

### Award Summary:

Awarded to an individual, group or agency for actions that rise above expected or common functions or actions that are LAFCo-related; *and* reduce or eliminate common institutional roadblocks; *and* result in a truly extraordinary public service outcome. Individuals, a LAFCo, or collaborative effort among multiple LAFCos or a LAFCo with other entities are eligible. Other entities shall be decision-making bodies at the local, regional or state level. This award has the following two distinct categories, each focusing on specific areas of the LAFCo mission:

1. *Protection of agricultural and open space lands and prevention of sprawl*
2. *Innovation, collaboration, outreach and effective support of the evolution and viability of local agencies, promotion of efficient and effective delivery of municipal services*

### Award categories:

#### **Protection of agricultural and open space lands and prevention of sprawl**

Includes the development and implementation of programs or other actions associated with agriculture, water, flood control, parks and recreation, habitat conservation plans and public lands. Demonstrates the recipient has identified, encouraged and ensured the preservation of agricultural and open space lands. Proven actions that encourage cities, counties and special districts to direct development away from all types of agricultural lands, including prime agricultural lands and open space lands. Includes demonstrated consideration given in decisions to Regional Transportation Plans, including sustainable communities strategies and other growth plans to ensure reliable services, orderly growth, and sustainable communities.

#### **Innovation, collaboration, outreach and effective support of the evolution and viability of local agencies, promotion of efficient and effective delivery of municipal services**

Includes the development and implementation of innovative support and systems within internal LAFCo operations in the support of local agencies. Actions produce systemic and sustainable improvements and innovation of local government. Proven facilitation of constructive discussions with local and regional agencies and proactive outreach to local and regional agencies as well as local stakeholders and communities to identify issues and solutions and demonstrated action as a coordinating agency in offering and supporting unique local solutions to meet local challenges. Successful demonstration of development of capacities and abilities of local agencies. Provide tools and resources to local agencies to address aging infrastructure, fiscal challenges and the maintenance of existing services. Demonstrated action to streamline the provision of local services with proven results that services are consistent or have been improved as a result, with little to no increased cost to the consumer. Focused efforts and proven results to ensure delivery of services to all communities, especially disadvantaged communities.

### Nomination criteria:

1. Clear demonstration that the actions rise above expected or common functions or actions.
2. The actions reduced or eliminated common institutional roadblocks.
3. The actions clearly proven a truly extraordinary public service outcome that is systemic and sustainable.
4. Identified unique circumstances and factors leading to the solution/project.
5. The innovative steps taken by the LAFCo or entity/entities/individual to solve the problem, overcome the situation, or to take action.
6. Clear description of the results/outcomes of the work and the short- and long-term effects.
7. How this work can be promoted as a LAFCo best practice.
8. Clear demonstration how this nomination meets all criteria.

### Selection Criteria:

1. Must meet all nomination criteria requirements for consideration.
2. Equal consideration shall be given to each nominee within each category. The size or geographic area of the LAFCo within a given category shall not be a consideration.
3. The overall impact of the actions and outcomes to the greater community being served shall be considered.
4. The level of impact based on the required nomination criteria shall be considered.



## **PREVIOUS CALAFCO ACHIEVEMENT AWARD RECIPIENTS**

### **2020 – 2021** *(2 year period due to the pandemic)*

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Outstanding Associate Member	<b>Planwest Partners</b>
Outstanding Commissioner	<b>Olin Woods</b> , Yolo LAFCo
Outstanding LAFCo Professional	<b>Crystal Craig</b> , Riverside LAFCo
Mike Gotch Protection of Ag and Open Space Lands & Prevention of Urban Sprawl	<b>Napa LAFCo</b>
Mike Gotch Courage & Innovation in Local Government Leadership Award	<b>Yolo LAFCo</b>
Lifetime Achievement Award	<b>Jerry Glabach</b> , Los Angeles LAFCo

### **2019**

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Distinguished Service Award	<b>Charley Wilson</b> , Orange LAFCo
Most Effective Commission	<b>Contra Costa LAFCo</b>
Outstanding Commissioner	<b>Jim DeMartini</b> , Stanislaus LAFCo
Outstanding LAFCo Professional	<b>David Church</b> , San Luis Obispo LAFCo
Project of the Year	<b>Orange LAFCo</b> , for <i>San Juan Capistrano Utilities MSR</i>
Government Leadership Award	<b>CA State Water Resources Control Board, Los Angeles County and Los Angeles LAFCo</b> , for <i>Sativa Water District</i>
Mike Gotch Courage & Innovation in Local Government Leadership Award	<b>Butte LAFCo</b>
Legislator of the Year	<b>Assembly Member Mike Gipson</b>
Lifetime Achievement Award	<b>John Benoit</b> , various LAFCos, <b>Jurg Heuberger</b> , Imperial LAFCo

### **2018**

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Distinguished Service Award	<b>John Withers</b> , Orange LAFCo
Most Effective Commission	<b>Santa Clara LAFCo</b>
Outstanding Commissioner	<b>Margie Mohler</b> , Napa LAFCo
Outstanding LAFCo Professional	<b>George Williamson</b> , Del Norte LAFCo
Outstanding LAFCo Clerk	<b>Elizabeth Valdez</b> , Riverside LAFCo
Outstanding CALAFCO Associate Member	<b>Best Best &amp; Krieger</b>
Project of the Year	<b>Lake LAFCo</b> , water services consolidation
Government Leadership Award	<b>City of Porterville, County of Tulare, Dept. of Water Resources, State Water Resources Control Board, Governor's Office of Emergency Services, Self Help Enterprises, Community Water Center</b> for East Porterville water supply project
Mike Gotch Courage & Innovation in Local Government Leadership Award	<b>Mike Ott</b> , San Diego LAFCo
Legislator of the Year	<b>Assembly Member Anna Caballero</b>
Lifetime Achievement Award	<b>Pat McCormick</b> , Santa Cruz LAFCo, <b>George Spiliotis</b> , Riverside LAFCo

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**2017**

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Most Effective Commission	<b>Los Angeles LAFCo</b>
Outstanding CALAFCO Member	<b>Sblend Sblendorio</b> , Alameda LAFCo
Outstanding Commissioner	<b>John Marchand</b> , Alameda LAFCo
Outstanding LAFCo Professional	<b>Paul Novak</b> , Los Angeles LAFCo
Outstanding LAFCo Clerk	<b>Richelle Beltran</b> , Ventura LAFCo
Outstanding CALAFCO Associate Member	<b>Policy Consulting Associates</b>
Project of the Year	<b>County Services MSR</b> , Butte LAFCo, and <b>Santa Rosa Annexation</b> , Sonoma LAFCo
Government Leadership Award	<b>San Luis Obispo County Public Works Dept.</b>
Lifetime Achievement Award	<b>Kathy Rollings McDonald</b> (San Bernardino)

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**2016**

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Distinguished Service Award	<b>Peter Brundage</b> , Sacramento LAFCo
Most Effective Commission	<b>San Luis Obispo LAFCo</b>
Outstanding CALAFCO Member	<b>John Leopold</b> , Santa Cruz LAFCo
Outstanding Commissioner	<b>Don Tatzin</b> , Contra Costa LAFCo
Outstanding LAFCo Professional	<b>Steve Lucas</b> , Butte LAFCo
Outstanding LAFCo Clerk	<b>Cheryl Carter-Benjamin</b> , Orange LAFCo
Project of the Year	<b>Countywide Water Study</b> , (Marin LAFCo)
Government Leadership Award	<b>Southern Region of CALAFCO</b>
Lifetime Achievement Award	<b>Bob Braitman</b> (retired Executive Officer)

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**2015**

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Mike Gotch Courage & Innovation in Local Government Leadership Award	<b>Yuba County Water Agency</b>
Distinguished Service Award	<b>Mary Jane Griego</b> , Yuba LAFCo
Most Effective Commission	<b>Butte LAFCo</b>
Outstanding CALAFCO Member	<b>Marjorie Blom</b> , formerly of Stanislaus LAFCo
Outstanding Commissioner	<b>Matthew Beekman</b> , formerly of Stanislaus LAFCo
Outstanding LAFCo Professional	<b>Sam Martinez</b> , San Bernardino LAFCo
Outstanding LAFCo Clerk	<b>Terri Tuck</b> , Yolo LAFCo
Project of the Year	<b>Formation of the Ventura County Waterworks District No. 38</b> (Ventura LAFCo) and <b>2015 San Diego County Health Care Services five-year sphere of influence and service review report</b> (San Diego LAFCo)
Government Leadership Award	<b>The Cities of Dublin, Pleasanton, Livermore and San Ramon, the Dublin San Ramon Services District and the Zone 7 Water Agency</b>
CALAFCO Associate Member of the Year	<b>Michael Colantuono</b> of Colantuono, Highsmith & Whatley
Legislators of the Year Award	<b>Assembly member Chad Mayes</b>
Lifetime Achievement Award	<b>Jim Chapman</b> (Lassen LAFCo) and <b>Chris Tooker</b> (formerly of Sacramento LAFCo)

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**2014**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
Most Effective Commission  
Outstanding CALAFCo Member  
Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year

**David Church**, San Luis Obispo LAFCo

**Kate McKenna**, Monterey LAFCo

**Santa Clara LAFCo**

**Stephen Lucas**, Butte LAFCo

**Paul Norsell**, Nevada LAFCo

**Kate McKenna**, Monterey LAFCo

**Paige Hensley**, Yuba LAFCo

**LAFCo Procedures Guide: 50<sup>th</sup> Year Special Edition**,  
San Diego LAFCo

Government Leadership Award

**Orange County Water District, City of Anaheim, Irvine Ranch  
Water District, and Yorba Linda Water District**

Legislators of the Year Award

**Assembly member Katcho Achadjian**

Lifetime Achievement Award

**Susan Wilson**, Orange LAFCo

## **2013**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
Most Effective Commission  
Outstanding CALAFCo Member  
Outstanding Commissioner  
Outstanding LAFCo Professional  
LAFCo Outstanding LAFCo Clerk  
Project of the Year

**Simón Salinas**, Commissioner, Monterey LAFCo

**Roseanne Chamberlain**, Amador LAFCo

**Stanislaus LAFCo**

**Harry Ehrlich**, San Diego LAFCo

**Jerry Gladbach**, Los Angeles LAFCo

**Lou Ann Texeira**, Contra Costa

**Kate Sibley**, Contra Costa LAFCo

**Plan for Agricultural Preservation**, Stanislaus LAFCo

Government Leadership Award

**Orange County LAFCo Community Islands Taskforce**,  
Orange LAFCo

Legislators of the Year Award

**Senators Bill Emmerson and Richard Roth**

Lifetime Achievement Award

**H. Peter Faye**, Yolo LAFCo; **Henry Pellissier**, Los Angeles  
LAFCo; **Carl Leverenz**, Butte LAFCo; **Susan Vicklund-Wilson**,  
Santa Clara LAFCo.

## **2012**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
Most Effective Commission  
Outstanding CALAFCo Member  
  
Outstanding Commissioner  
LAFCo Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year

**Bill Chiat**, CALAFCo Executive Director

**Marty McClelland**, Commissioner, Humboldt LAFCo

**Sonoma LAFCo**

**Stephen A. Souza**, Commissioner, Yolo LAFCo and  
CALAFCo Board of Directors

**Sherwood Darington**, Monterey

**Carole Cooper**, Sonoma LAFCo

**Gwenna MacDonald**, Lassen LAFCo

**Countywide Service Review & SOI Update**, Santa Clara  
LAFCo

Government Leadership Award

**North Orange County Coalition of Cities**, Orange LAFCo

Lifetime Achievement Award

**P. Scott Browne**, Legal Counsel LAFCos

## **2011**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
LAFCo Most Effective Commission  
Outstanding CALAFCO Member  
Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

**Martin Tuttle**, Deputy Director for Planning, Caltrans  
**Mike McKeever**, Executive Director, SACOG  
**Carl Leverenz**, Commissioner and Chair, Butte  
**San Bernardino LAFCo**  
**Keene Simonds**, Executive Officer, Napa LAFCo  
**Louis R. Calcagno**, Monterey LAFCo  
**June Savala**, Deputy Executive Officer, Los Angeles LAFCo  
**Debbie Shubert**, Ventura LAFCo

**Cortese-Knox-Hertzberg Definitions Revision**  
Bob Braitman, Scott Browne, Clark Alsop, Carole Cooper,  
and George Spiliotis  
**Contra Costa Sanitary District**  
**Elsinore Water District and Elsinore Valley Municipal Water  
District**

## **2010**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award

Most Effective Commission  
Outstanding CALAFCO Member  
Outstanding Commissioner  
Outstanding LAFCo Professional

Outstanding LAFCo Clerk

Project of the Year

Government Leadership Award

Special Achievement

**Helen Thompson**, Commissioner, Yolo LAFCo

**Kathleen Rollings-McDonald**, Executive Officer, San  
Bernardino LAFCo  
**Bob Braitman**, Executive Officer, Santa Barbara LAFCo  
**Tulare LAFCo**  
**Roger Anderson, Ph.D.**, CALAFCO Chair, Santa Cruz LAFCo  
**George Lange**, Ventura LAFCo  
**Harry Ehrlich**, Government Consultant, San Diego LAFCo

**Candie Fleming**, Fresno LAFCo

**Butte LAFCo**  
Sewer Commission - Oroville Region Municipal Service  
Review

**Nipomo Community Services District and the County of San  
Luis Obispo**

**Chris Tooker**, Sacramento LAFCo and CALAFCO Board of  
Directors

## **2009**

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Mike Gotch Courage & Innovation in  
Local Government Leadership Award  
Distinguished Service Award  
Most Effective Commission  
Outstanding CALAFCO Member

Outstanding Commissioner  
Outstanding LAFCo Professional  
Outstanding LAFCo Clerk  
Project of the Year  
Government Leadership Award

**Paul Hood**, Executive Officer, San Luis Obispo LAFCo

**William Zumwalt**, Executive Officer, Kings LAFCo  
**Napa LAFCo**

**Susan Vicklund Wilson**, CALAFCO Vice Chair  
**Jerry Gladbach**, CALAFCO Treasurer

**Larry M. Fortune**, Fresno LAFCo

**Pat McCormick**, Santa Cruz LAFCo Executive Officer

**Emmanuel Abello**, Santa Clara LAFCo

**Orange LAFCo** Boundary Report

**Cities of Amador City, Jackson, Lone, Plymouth & Sutter**

**Creek; Amador County; Amador Water Agency; Pine Grove CSD – Countywide MSR Project**

**Assembly Member Jim Silva**

Legislator of the Year Award

**2008**

Distinguished Service Award

**Peter M. Detwiler**, Senate Local Government Committee  
Chief Consultant

Most Effective Commission

**Yuba LAFCo**

Outstanding Commissioner

**Dennis Hansberger**, San Bernardino LAFCo

Outstanding LAFCo Professional

**Michael Ott**, San Diego LAFCo Executive Officer  
**Martha Poyatos**, San Mateo Executive Officer

Outstanding LAFCo Clerk

**Wilda Turner**, Los Angeles LAFCo

Project of the Year

**Kings LAFCo**  
City and Community District MSR and SOI Update

Government Leadership Award

**San Bernardino Board of Supervisors**

Legislator of the Year Award

**Assembly Member Anna M. Caballero**

**2007**

Outstanding CALAFCO Member

**Kathy Long**, Board Chair, Ventura LAFCo

Distinguished Service Award

**William D. Smith**, San Diego Legal

Counsel Most Effective Commission

**Santa Clara LAFCo**

Outstanding Commissioner

**Gayle Uilkema**, Contra Costa LAFCo

Outstanding LAFCo Professional

**Joyce Crosthwaite**, Orange LAFCo Executive Officer

Outstanding LAFCo Clerk

**Debby Chamberlin**, San Bernardino LAFCo

Project of the Year

**San Bernardino LAFCo and City of Fontana**  
Islands Annexation Program

Government Leadership Award

**City of Fontana - Islands Annexation Program**

Lifetime Achievement

**John T. "Jack" Knox**

**2006**

Outstanding CALAFCO Member

**Everett Millais**, CALAFCO Executive Officer and Executive  
Officer of Ventura LAFCo

Distinguished Service Award

**Clark Alsop**, CALAFCO Legal Counsel

Most Effective Commission Award

**Alameda LAFCo**

Outstanding Commissioner Award

**Ted Grandsen**, Ventura LAFCo  
**Chris Tooker**, Sacramento LAFCo

Outstanding LAFCo Professional Award

**Larry Calemene**, Los Angeles LAFCo Executive Officer

Outstanding LAFCo Clerk Award

**Janice Bryson**, San Diego LAFCo  
**Marilyn Flemmer**, Sacramento LAFCo

Project of the Year Award

**Sacramento Municipal Utility District** Sphere of Influence  
Amendment and Annexation; **Sacramento LAFCo**

Outstanding Government Leadership Award

**Cities of Porterville, Tulare, and Visalia and Tulare LAFCo**  
Island Annexation Program

Legislator of the Year Award

**Senator Christine Kehoe**

**2005**

Outstanding CALAFCO Member

**Peter Herzog**, CALAFCO Board, Orange LAFCo

Distinguished Service Award

**Elizabeth Castro Kemper**, Yolo LAFCo

Most Effective Commission Award

**Ventura LAFCo**

Outstanding Commissioner Award	<b>Art Aseltine</b> , Yuba LAFCo <b>Henri Pellissier</b> , Los Angeles LAFCo
Outstanding LAFCo Professional Award	<b>Bruce Baracco</b> , San Joaquin LAFCo
Outstanding LAFCo Clerk Award	<b>Danielle Ball</b> , Orange LAFCo
Project of the Year Award	<b>San Diego LAFCo</b> MSR of Fire Protection and Emergency Medical Services
Outstanding Government Leadership Award	<b>Sacramento Area Council of Governments (SACOG)</b>

## **2004**

Outstanding CALAFCO Member	<b>Scott Harvey</b> , CALAFCO Executive Director
Distinguished Service Award	<b>Julie Howard</b> , Shasta LAFCo
Most Effective Commission Award	<b>San Diego LAFCo</b>
Outstanding Commissioner Award	<b>Edith Johnsen</b> , Monterey LAFCo
Outstanding LAFCo Professional Award	<b>David Kindig</b> , Santa Cruz LAFCo
Project of the Year Award	<b>San Luis Obispo LAFCo</b> Nipomo CSD SOI Update, MSR, and EIR

## **2003**

Outstanding CALAFCO Member	<b>Michael P. Ryan</b> , CALAFCO Board Member
Distinguished Service Award	<b>Henri F. Pellissier</b> , Los Angeles LAFCo
Most Effective Commission Award	<b>San Luis Obispo LAFCo</b>
Outstanding Commissioner Award	<b>Bob Salazar</b> , El Dorado LAFCo
Outstanding LAFCo Professional Award	<b>Shirley Anderson</b> , San Diego LAFCo
Outstanding LAFCo Clerk Award	<b>Lori Fleck</b> , Siskiyou LAFCo
Project of the Year Award	<b>Napa LAFCo</b> Comprehensive Water Service Study
Special Achievement Award	<b>James M. Roddy</b>

## **2002**

Outstanding CALAFCO Member	<b>Ken Lee</b> , CALAFCo Legislative Committee Chair
Most Effective Commission Award	<b>San Diego LAFCo</b> Outstanding
Commissioner Award	<b>Ed Snively</b> , Imperial LAFCo
Outstanding LAFCo Professional Award	<b>Paul Hood</b> , San Luis Obispo LAFCo
Outstanding LAFCo Clerk Award	<b>Danielle Ball</b> , Orange LAFCo
Project of the Year Award	<b>San Luis Obispo LAFCo</b>
Outstanding Government Leadership Award	<b>Napa LAFCo</b> , <b>Napa County Farm Bureau</b> , <b>Napa Valley Vintners Association</b> , <b>Napa Valley Housing Authority</b> , <b>Napa County Agricultural Commissioner's Office</b> , <b>Napa County Counsel Office</b> , and <b>Assembly Member Patricia Wiggins</b>

## **2001**

Outstanding CALAFCO Member	<b>SR Jones</b> , CALAFCO Executive Officer
Distinguished Service Award	<b>David Martin</b> , Tax Area Services Section, State Board of Equalization
Outstanding Commissioner Award	<b>H. Peter Faye</b> , Yolo LAFCo
Outstanding LAFCo Professional Award	<b>Ingrid Hansen</b> , San Diego LAFCo
Project of the Year Award	<b>Santa Barbara LAFCo</b>
Outstanding Government Leadership Award	<b>Alameda County Board of Supervisors</b> , <b>Livermore City Council</b> , <b>Pleasanton City Council</b>
Legislator of the Year Award	<b>Senator Jack O'Connell</b>

## **2000**

Outstanding CALAFCO Member  
Distinguished Service Award

Most Effective Commission Award  
Outstanding Commissioner  
Outstanding LAFCo Professional Award  
Outstanding LAFCo Clerk Award  
Project of the Year Award  
Legislator of the Year Award

**Ron Wootton**, CALAFCO Board Chair  
**Ben Williams**, Commission on Local Governance for the  
21st Century  
**Yolo LAFCo**  
**Rich Gordon**, San Mateo LAFCo  
**Annamaria Perrella**, Contra Costa LAFCo  
**Susan Stahmann**, El Dorado LAFCo  
**San Diego LAFCo**  
**Robert Hertzberg**, Assembly Member

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## **1999**

Distinguished Service Award  
Most Effective Commission Award  
Outstanding Executive Officer Award  
Outstanding LAFCo Clerk Award  
Most Creative Solution to a Multi-  
Jurisdictional Problem  
Outstanding Government Leadership Award  
Legislator of the Year Award

**Marilyn Ann Flemmer-Rodgers**, Sacramento LAFCo  
**Orange LAFCo**  
**Don Graff**, Alameda LAFCo  
**Dory Adams**, Marin LAFCo  
**San Diego LAFCo**  
**Assembly Member John Longville**  
**Assembly Member Robert Hertzberg**

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## **1998**

Outstanding CALAFCO Member  
Distinguished Service Award  
Most Effective Commission Award  
Outstanding Executive Officer Award  
Outstanding Staff Analysis  
  
Outstanding Government Leadership Award

**Dana Smith**, Orange LAFCo  
**Marvin Panter**, Fresno LAFCo  
**San Diego LAFCo**  
**George Spiliotis**, Riverside LAFCo  
**Joe Convery**, San Diego LAFCo  
**Joyce Crosthwaite**, Orange LAFCo  
**Santa Clara County Planning Department**

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## **1997**

Most Effective Commission Award  
Outstanding Executive Officer Award  
Outstanding Staff Analysis  
Outstanding Government Leadership Award  
Most Creative Solution to a Multi-  
Jurisdictional Problem  
Legislator of the Year Award

**Orange LAFCo**  
**George Finney**, Tulare LAFCo  
**Annamaria Perrella**, Contra Costa LAFCo  
**South County Issues Discussion Group**  
**Alameda LAFCo and Contra Costa LAFCo**  
  
**Assembly Member Tom Torlakson**



# JOIN US!

CALAFCO U WEBINAR



## Brave New World of HR

HIRING HEADACHES, TRENDS AND OPPORTUNITIES  
IN A POST-PANDEMIC WORLD

COVID-19 has brought many changes and challenges to the ways offices conduct business but none greater than in the world of HR. From recruiting with virtual interviews, to retaining these netizens, the office is just not the same. Join us to learn about emerging problems and trends in human resources that have resulted from the pandemic, as well as solutions.

**MONDAY**  
**June 20, 2022**  
**1 – 3 p.m.**

### COST

Free to CALAFCO Members

Non-Members: \$125

\*Non-members may only register if representing a local government or state agency in California.



### SPEAKERS

Alison Alpert, *Partner in the Labor & Employment practice group at Best Best & Krieger LLP*

Carolyn Emery, *Executive Officer, Orange County LAFCo*

Gary Phillips, *Executive Vice President and Recruiter, Bob Murray and Associates*

Moderator

René LaRoche, *Executive Director, CALAFCO*

**CLICK HERE TO REGISTER** for this webinar: <https://bit.ly/3wLvgs0>

Once you register on Eventbrite you will receive the Zoom registration link with your confirmation email. You will then need to use that Zoom registration link prior to the session to get the updated webinar link to join that session. **DO NOT WAIT UNTIL THE LAST MINUTE TO DO THIS STEP.**

You can also find this information on the CALAFCO website at [www.calafco.org](http://www.calafco.org).



**DEADLINE TO REGISTER:** June 19, 2022, at 5 p.m.  
*No late registrations will be accepted.*

*This session is worth 2 AICP CM Credits.*

[www.CALAFCO.org](http://www.CALAFCO.org) | Phone: (916) 442-6536 | Fax: (916) 442-6535 | Email: [info@calafco.org](mailto:info@calafco.org)





# CALAFCO

# NEWSLETTER

May, 2022 Edition

## BOARDROOM Brief

The Board met virtually on April 22 and considered a fairly light agenda. Among the actions taken was the acceptance of the Third Quarter financial reports, which included a payment to the Hyatt hotel for the block of rooms that had been guaranteed for the cancelled staff workshop.

The new budgets for Fiscal Years 2022-2023 and 2023-2024 were also approved. Given concerns regarding the ongoing pandemic as well as escalating inflation, the budgets maintain the previously implemented austerity measures where possible. However, based on feedback received by the Executive Director from various LAFcos, the budget does anticipate a healthy attendance at the conference and 2023 workshop.

The Board also revisited the legislative proposal from San Diego LAFco regarding Government Code §56133 that had been tabled in January. After discussion, the matter was rescheduled to the July Board meeting to allow the Legislative Committee time to gather additional information.

Reports were also received regarding the fall conference, CALAFCO U sessions, and Spring Workshop, which are currently in planning.

Members wishing to read full staff reports or minutes can download them from the CALAFCO website at [www.calafco.org](http://www.calafco.org).

## SEE YOU LATER!

**SOME** wise person once said that change is inevitable. Of course, the change that came to CALAFCO was the well-deserved retirement of Pamela Miller as the CALAFCO Executive Director (ED). Pamela became ED in 2012 and has made an indelible mark on CALAFCO by maintaining its professional standards and by advocating with the legislature on behalf of LAFcos everywhere. She stayed through March on a consultant basis to assist with the transition of the new ED and she intends to see SB 938 to its conclusion.

Unfortunately, pandemic restrictions meant that Pamela did not get the send-off that she deserved, but that only means she is owed a party. And, so, we refuse to say goodbye and, instead, leave it at "Thank you—and see you later!"

*With thanks!*

## Legislative Updates

CALAFCO supported or sponsored bills continue to make positive progress in the legislative process. Most important is SB 938, the protest provisions bill, which makes updates to existing CKH statutory provisions associated with consolidations and dissolutions, as well as codifying the conditions under which a LAFco may initiate dissolution of a district at the 25 percent protest threshold. SB 938 has been tentatively scheduled before the Assembly Local Government Committee on June 8<sup>th</sup>. LAFcos that have not yet submitted a letter of support are requested to do so before **5 PM on June 2, 2022**.

See **LEGISLATION** on Page 2

## NEW Associate Member!



A huge welcome to Chase Design, our newest Associate

member. Founded in 2000 by Chris Chase, Creative Director and Principal, Chase Design is a San Diego based firm specializing in branding

consultation and design services for businesses and organizations throughout the United States. Chase Design has built an impressive reputation for producing effective designs that gets their clients results for their businesses.

With a Mission to create extraordinary value

See **ASSOCIATE MEMBERS** on Page 4





## A Message from the Executive Director

On the wall of my office is a sign. Those of you who are Tony Robbins fans will recognize the quote. It reads "All growth starts at the end of your comfort zone." If that is true (and I sincerely hope that it is) then I have been growing by leaps and bounds. ;)

Between the enormity of the change in Executive Directors, followed by an assault on Pamela on March 8th, it felt at first like being caught in the middle of a cyclone. Things have moderated now, but I have to sincerely thank all of the Board members, EOs, and staff who have reached out to welcome me, to check on me, and to offer support. You have all made the transition so much easier! I am humbled by your faith, trust, and friendship, and my vow is to make this changeover as smooth for you as possible. There is, obviously much for me to learn, but I am committed to learning everything quickly and well.

So, what's new in the CALAFCO world? Of course, the big news has to do with SB 938, which moved out of the Senate and now sits in the Assembly. Kudos to our devoted protest provisions working group, as well as thanks to Pamela Miller who is staying on in a volunteer capacity to see that through to the end.

Also, event planning is now well underway. (See the schedule on page 3.) A conference programming committee has been formed, but we could still use more people. If you would like to help, please contact José Henriquez (Sacramento) at [henriquezj@sacounty.gov](mailto:henriquezj@sacounty.gov), or me.

Finally, CALAFCO U sessions are also shaping up thanks to the able assistance of Dawn Longoria (Napa). Our first session is scheduled for June 20th. Please join us for what promises to be an interesting session regarding the strange new world of recruiting and hiring in this post-pandemic world!

## IN MEMORIAM

### CARL LEVERENZ, Butte LAFCo Commissioner

Butte LAFCo mourns the loss of its Chair, Carl Leverenz. Commissioner Leverenz served with pride on the Butte LAFCo for the past 47 years where he always displayed great insight and wisdom. His calm demeanor and ability to keep politics at bay to solve problems earned him the Butte LAFCo Chair seat, which he held continuously since 1975. A local legend, Commissioner Leverenz was known for his servant's heart, having had not only a prominent legal career but a history of volunteerism on a broad assortment of boards and organizations, which earned him the Chico Rotary Club's Community Service Award in 2018.

### WARREN NELSON, Napa LAFCo Commissioner

Warren Nelson, Napa LAFCo Commissioner, passed away in April, 2022. Among his many hats, Commissioner Warren served as Executive Officer for Marin LAFCo in the 1970s, and as a Yountville City Commissioner from 1980-1986. An avid proponent for LAFCos, Commissioner Warren worked with his friend and fellow Commissioner, Mike Gotch, on legislation that increased LAFCos' independence and authority. His dedication and friendly nature will be greatly missed.

CALAFCO sends its deepest condolences to the family, friends, and co-workers of these remarkable men.



**Contra Costa LAFCo** reports that it has been busy with a surge in new applications, including a large boundary reorganization. In Spring 2022, the Contra Costa LAFCo Commissioners unanimously approved annexation of East Contra Costa Fire Protection District (ECCFPD) comprising 249+ square miles serving 132,400 residents to Contra Costa County Fire Protection District comprising 306+ square miles serving 628,200 residents, and dissolving ECCFPD.

The boundary reorganization is consistent with two LAFCo Municipal Service Reviews and a special study, all of which noted various constraints and challenges with fire and emergency medical services in East Contra Costa County. The LAFCo process was fairly lengthy but with few obstacles. All

See **CONNECTIONS** on Page 4

## LEGISLATION

*Continued from Page 1*

Other CALAFCO supported bills include:

**AB 897** (Mullin), establishment of a regional climate network has stalled and is in its second year.

**AB 1640** (Ward), seems to have replaced AB 897 with another regional climate bill. It is scheduled to go before Assembly Appropriations on May 19<sup>th</sup>.

**AB 1773** (Patterson), return of Williamson Act subvention funding, is scheduled before Assembly Appropriations on May 19<sup>th</sup>.

**AB 2957**, the CALAFCO sponsored Omnibus bill, has passed out of the Assembly and is waiting on a Senate hearing date.

**SB 1490, 1491, and 1492**, annual Validation Acts, have passed out of the Senate and are waiting on Assembly hearing dates.



## Topic Suggestions

We are always on the look out for good topics for our conferences, workshops, and webinars.

If you have an idea for a topic, please email to René LaRoche at [rlaroche@calafco.org](mailto:rlaroche@calafco.org).

## Upcoming EVENTS

### MARK YOUR CALENDARS!

#### CALAFCO 2022 ANNUAL CONFERENCE

October 19 - 21, 2022

Plan on joining us at the **Hyatt Regency Newport Beach John Wayne Airport** on October 19-21, 2022 for our long-awaited, long-overdue Annual Conference! The program planning committee is forming and CALAFCO staff is working with the facility on the details. Watch for more information soon. We are looking forward to seeing everyone in-person in Newport Beach!

#### 2023 STAFF WORKSHOP

April 26 - 28, 2023

Come learn about technical topics in a beautiful setting! Mark your calendar now because you will not want to miss next year's Staff Workshop on the beautiful grounds of Ironstone Vineyards.



We are preparing some great CALAFCO U sessions for you and are pleased to again offer webinars to our members at no cost. Watch for the registration for the June 20th session to open soon.

**June 20, 2022:** **Brave New World of HR: Hiring Headaches, Trends, and Opportunities in a Post-Pandemic World**  
1:00 PM

**July 21, 2022:** **Sharing the Wealth: A Deep Dive into Tax Exchange**  
1:00 PM

**Sep. 19, 2022:** **Two Agencies in Dispute: What is LAFCo's Role in Assisting to Resolve the Conflict?**  
1:30 PM

**TBD** **The Dirty Dozen: Things I Wish I Knew About The Act**

#### BOARD MEETINGS:

**July 22, 2022** LOCATION: Virtual

**Oct. 21, 2022** LOCATION: Newport Beach (Conference)

**Dec. 2, 2022** LOCATION: Virtual

#### LEGISLATIVE COMMITTEE MEETINGS:

**July 29, 2022** LOCATION: Virtual

**Sept. 16, 2022** LOCATION: Virtual

**Oct. 7, 2022** LOCATION: TBD

**Nov. 4, 2022** LOCATION: TBD



## CONNECTIONS

Continued from Page 2

parties were cooperative and there were no oral or written protests filed.

Contra Costa LAFCo Executive Officer Lou Ann Teixeira extends thanks and kudos to Joe Serano, Executive Officer Santa Cruz LAFCo, and to Mark Bramfitt, Executive Officer Sonoma LAFCo, for their support.

### NEW Roles

#### **ROB BARTOLI Appointed San Mateo EO**

San Mateo LAFCo reports that its commission took action to appoint Rob Bartoli as Executive Officer on March 16, 2022. Rob has held the title of Interim Executive Officer since the retirement of Martha Poyatos.

#### **TAYLOR MORRIS Welcomed as L.A. GIS Technician**

Los Angeles LAFCo has welcomed new GIS

Technician, Taylor Morris, who began work at LAFCo this month. Taylor recently relocated to Los Angeles after working for six years in the right-of-way section of the Utah Department of Transportation. He holds a Bachelor of Science in Geography and Environmental and Sustainability Studies from the University of Utah.

#### **MICHAEL HENDERSON Hired as Riverside GIS Analyst**

Riverside LAFCo is pleased to welcome Michael Henderson to the newly created position of GIS Analyst.

#### **KRYSTAL BRADFORD Takes Over as Butte Clerk**

Krystal Bradford has taken over the reins as Butte LAFCo's Clerk upon the retirement of Joy Stover.

**Congratulations to everyone!**

## ASSOCIATE Members

Continued from Page 1

### **CHASE DESIGNS**, continued

for their clients by connecting business strategy and creative execution, Chase Designs helps businesses to make a statement with impactful branding that reinforces the values of the business. Go to [ChrisChaseDesign.com](http://ChrisChaseDesign.com) to find out more, or contact Chris Chase at [chris@chrischasedesign.com](mailto:chris@chrischasedesign.com).

### Associate Member **SPOTLIGHT**

*The information below is provided by the Associate member upon joining the Association. All Associate Member information can be found in the CALAFCO Member Directory.*

#### **DTA**

DTA is a national public finance and urban economics consulting firm specializing in infrastructure and public service finance. Their financing programs have utilized a variety of public financing mechanisms, such as Ads, CFDs, LLDs, and various types of fee programs.

To learn more about DTA, visit their website at [www.FinanceDTA.com](http://www.FinanceDTA.com), or contact Colleen Liao at [colleen@financedta.com](mailto:colleen@financedta.com).

#### **SWALE, INC**

Swale's consulting services focus on LAFCo critical issues including municipal service reviews, SOI's, CEQA compliance, strategic planning, workshops, and mapping with geographic information systems (GIS). Their northern California office is expanding to bring you the best of consulting services.

To learn more about SWALE, INC visit their website at [www.swaleinc.com](http://www.swaleinc.com), or contact Kateri Harrison at [Harrison@swaleinc.com](mailto:Harrison@swaleinc.com)

**CALAFCO wishes to thank all of our Associate Members for your ongoing support and partnership. We look forward to highlighting you all in future Quarterly Reports.**

#### 14. Commissioner Reports

*This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCo, and legislative matters.*

#### 15. Adjourn to next regular meeting.

**LAFCo's next regular meeting to take place 10:00 am on August 8, 2022**

The Commission may take action upon any item listed on the agenda. Unless otherwise noted, items may be taken up at any time during the meeting.

**Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority**  
**Government Code Section 56325.1**

##### Accessibility

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting.

The location of this meeting is wheelchair-accessible. If other accommodations are required to assist a person with a disability to participate in the meeting, please contact the Commission Clerk 24 hours before the meeting as indicated below.

##### Disclosure & Disqualification Requirements

Any person or group of persons acting in concert who directly or indirectly contribute \$1,000 or more in support of or in opposition to a change of organization or reorganization that has been submitted to Plumas LAFCO must comply with the disclosure requirements of the Political Reform Act of 1974 applicable to local initiative measures to be submitted to the electorate. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals; they may be reviewed at Government Code §§56700.1 and 81000 *et seq.* Additional information about the requirements pertaining to local initiative measures to be presented to the electorate can be obtained by calling the Fair Political Practices Commission at (916) 322-5660.

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Late-Distributed Materials. Any material submitted to the Commission after this agenda is posted will be made available for public inspection as soon as possible in the Plumas County Planning Department office at 555 Main Street, Quincy, CA. and at the LAFCo Webpage [www.plumaslafco.org](http://www.plumaslafco.org)

Contact LAFCo Staff LAFCo staff may be contacted at 530-283-7069 or by mail at LAFCo of Plumas County, 5050 Laguna Blvd #112-711, Elk Grove, CA 95758 or by email at [jennifer@pcateam.com](mailto:jennifer@pcateam.com) or by fax at 888-501-0395.